



# FIRE PROTECTION DISTRICT

## BOARD MEETING MINUTES

January 30, 2024

**CALLED TO ORDER:** The meeting was called to order at 17:01 hours.

### **MEMBERS PRESENT: Roll Call:**

Chairman John Gomes: **Present**  
Vice Chairman Terry Murphy: **Present**  
Secretary Dave Paul: **Present**  
Treasurer Dan Olson: **Excused Absence**  
Member at Large Larry Bittenwieser: **Present**

**OTHERS PRESENT:** Others present included Fire Chief Tyler Lambert, Deputy Chief David Rial, Executive Assistant Sharon Ellis via Zoom, Captain Robert Dungan, Engineer Eddie DiMarco, firefighters Greg Bodine, Roy McMurtry, Jonas Johnsen & Luke Anderson. Member of public, Tim Northrup.

### **MINUTES:**

A motion was made to approve the minutes from the Regular Board Meeting on December 27, 2023

Vice Chairman Terry Murphy: **Yes**  
Member at Large Larry Bittenwieser: **Yes**  
Secretary Dave Paul: **Yes**  
Chairman John Gomes: **Yes**

**FINANCIAL REPORTS AND BILLS:** A motion was made to approve the financial reports for December 31, 2023, as presented.

Vice Chairman Terry Murphy: **Yes**  
Member at Large Larry Battenwieser: **Yes**  
Secretary Dave Paul: **Yes**  
Chairman John Gomes: **Yes**

**PUBLIC FORUM & CORRESPONDENCE: N/A**

**BOARD OF DIRECTOR'S REPORT:**

- Director Gomes stated the BOD will sign and present Chief Lambert's evaluation for 2023.
- Director Murphy stated that Director Olson & himself will meet with the Captains prior to the February Board meeting.
- Director Gomes inquired about volunteers to help with mitigation / chipper program.
- Director Gomes discussed approaching the City of Woodland Park regarding the funding for a Ladder Truck.

**WOODLAND PARK PROFESSIONAL FIREFIGHTERS REPORT: N/A**

**EVT REPORT:**

- Firefighter Johnsen presented the BOD with the 4<sup>th</sup> Quarter recap for 2023.

**CAPTAIN'S REPORT:**

- Captain Robert Dungan discussed monthly call volume, part-time stats, and training hours along with the monthly captain's meeting with Chiefs.
- Captain Dungan discussed upcoming special training and in-house training.
- Captain Dungan stated Wildland season will be starting soon. Wildland training will start in March. Captain Dungan discussed certification updates on firefighters.
- Captain Dungan discussed the Capital Replacement Plan and the R1 programs.
- Captain Dungan stated the hiring process is open.

**DEPUTY CHIEF'S REPORT:**

- Deputy Chief Rial discussed fire & EMS training per ISO guidelines.
- Deputy Chief Rial discussed EMS training with Jessica Manzo.
- Deputy Chief Rial discussed operational guidelines and policies.

- Deputy Chief Rial stated Engineer Lane and Firefighter McMurtry are currently working on Physical Fitness & Wellness SOGs.
- Deputy Chief Rial updated the BOD on the new ESO transition.
- Deputy Chief Rial stated he is working on a Firefighters Safety & Disease Grant.
- Deputy Chief Rial stated the department upgraded four I Pads for E-71, R-71, Chief 70 & Chief 71.
- Deputy Chief Rial stated Teller County Wilderness Team had extra funds and we will be purchasing a Sked Unit. The County will reimburse us \$500.00.
- Deputy Chief Rial stated the department is taking applications for three full-time firefighter positions. The application process will close on February 9<sup>th</sup>.
- Deputy Chief Rial discussed CDFPC Draft Commander Prop training.
- Deputy Chief Rial stated Firefighter James Wells and himself will be attending the FDIC in Indianapolis in April.

**CHIEF'S REPORT:**

- Chief Lambert discussed The Congressional Direct Spending Grant process.
- Chief Lambert discussed inspection for new business and residential.
- Chief Lambert discussed continued inspections with CORE.
- Chief Lambert stated he will be going on vacation next week.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

- BOD discussed Resolution 2024-01 Amend 2023 Budget.

A motion was made to approve Resolution 2024-01 Amend 2023 Budget.

Secretary Dave Paul: **Yes**  
 Member at Large Larry Bittenwieser: **Yes**  
 Vice Chairman Terry Murphy: **Yes**  
 Chairman John Gomes: **Yes**

- BOD discussed 2024 Meeting Schedule.

A motion was made to adopt the 2024 Meeting Schedule.

Vice Chairman Terry Murphy: **Yes**  
 Member at Large Larry Bittenwieser: **Yes**  
 Secretary Dave Paul: **Yes**  
 Chairman John Gomes: **Yes**

- BOD discussed current BOD positions.

A motion was made that the Board will keep their current positions.

Vice Chairman Terry Murphy: **Yes**  
Member at Large Larry Bittenwieser: **Yes**  
Secretary Dave Paul: **Yes**  
Chairman John Gomes: **Yes**

- BOD discussed 2023 Audit Engagement Letter with Fiscal Focus Partners.

Chairman John Gomes: **Yes**  
Vice Chairman Terry Murphy: **Yes**  
Member at Large Larry Bittenwieser: **Yes**  
Secretary Dave Paul: **Yes**

- BOD discussed "Conflict of Interest" with none being known by each member.

**EXECUTIVE SESSION: N/A**

**MEETING ADJOURNED:** The meeting adjourned @ 18:32 hrs.



Secretary of the Board  
Dave Paul