

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING No. 158
December 8, 2019**

MINUTES

The meeting of the Board was held at Fire Station #1 in Beulah, CO.

Board members present were: Chair and President John Levar, Vice President Stephen McLaughlin, Treasurer Joni Smith, Fundraising Coordinator Bob Thompson. And Secretary Kim Toman. Also attending was Chief Bryan Ware.

Chair and President John Levar called the meeting to order at 11:58 a.m.

2. APPROVAL OF AGENDA.

There was one addition to the Agenda. New Business Item d, 2020 Full Time Contract Review, was added. There were no other additions or corrections to the Agenda.

Motion to approve the agenda as amended was made by Kim Toman, seconded by Bob Thompson. Motion carried with no objections.

3. NEW BUSINESS

a. Beulah Fire Protection and Ambulance District Chief Bryan Ware's Annual Performance Evaluation

- i. Chief Ware did not request Executive Session for this meeting.
- ii. The Chief's presented a slide show of the highlights of the District throughout 2019. John presented the Board with 7 questions for each Board Member to respond to. During the review, opportunities were made available for Board Members and the public to question Chief Ware on these and any other topic.
- iii. Board members were all in agreement that Chief Ware not only met performance expectations in 2019, he exceeded expectations. The only item where Chief Ware could improve is to use his vacation time more frequently. Chief Ware responded by saying that he has plenty of "down time" and did not feel run down from his duties as Fire Chief. All Board Members were very impressed with Chief Ware's performance in 2019.

b. Discuss potential raise for Chief Salary 2020

After discussing Chief Ware's performance in 2019, the Board unanimously decided that Chief Ware would receive a 3% salary increase in 2020. The Board felt that based on performance, Chief Ware deserved a larger raise for 2020 but the 2020 budget was too tight to justify a larger increase. The Board also approved the District covering the cost of the increase to the Chief's Fire and Police Pension (FPPA) Death and Disability (D&D) benefit coverage. The FPPA D&D increase in 2020 will be about \$50, for a total annual benefit of about \$1737. The increase would equate to an annual increase of \$1,807 in Chief Ware's 2019 salary. The new Chief salary for 2020 would be \$62,050. All present Board Members were in agreement to this increase for Chief Ware. Thank you Bryan, for

successfully leading EMS and Fire efforts in the District in 2019. The Board will make a Resolution at the combined November-December meeting on December 12th.

c. Chief Contract 2020-2022

Chief Ware's contract will end on December 31, 2019 and the Board needed to decide if this contract would be renewed. If the contract was renewed, the Board needed to review the contract for potential changes. Based on Chief Ware's continued performance year after year, the Board unanimously decided to renew his contract. John reviewed the basic changes to the contract, which were very basic and housekeeping types of corrections. After reviewing the changes, the Board agreed on the contract for Chief Ware for the time period January 1, 2020 through and including December 31, 2022.

4. MOTION TO ADJOURN: *Motion to adjourn was made by Joni Smith, seconded by Steve McLaughlin. Motion carried with no objections.*

Meeting adjourned at 1:25 pm.

Kim Toman
Secretary, Board of Directors
Beulah Fire Protection and Ambulance District
Final

Attachments

-Agenda

-Chief Ware Performance Evaluation questions