

**Absent BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 77
November 23, 2013**

MINUTES

The meeting of the Board was held at the District office in Beulah, CO.

Board members present were: Chair and President Steve Douglas; Vice President Pat Stanifer; and Secretary Anne Moulton; absent and excused were fundraising Coordinator Bob Thompson and Travis Allee, called to work. Also attending was Fire Chief Bryan Ware.

1. Chair and President Steve Douglas called the meeting to order at 9:22 a.m.

2. THE AGENDA: *Motion to approve the agenda as amended was made by Pat Stanifer, and seconded by Anne Moulton. Motion carried with no objections.*

3. OLD BUSINESS:

a. Discussion/completion of FAQ sheet re fire mitigation. After discussion and agreement on the text, we decided to incorporate this material with existing FAQ's on our website. The Colorado Open Records Act appears to limit our ability to protect the privacy of fire inspections, though we would not make them public except by appropriate request for those records. The usual case has been of property owners requesting a copy for their insurance company, which has been helpful for many in negotiating the terms of their fire insurance. Bryan will amend the FAQ sheet and send a final draft for any minor correction (typos, grammar etc.). Bryan will add a line to our inspection form clarifying that the information contained is not protected information.

b. Fire mitigation grant PR:

We discussed promoting this grant by making the annual report available as soon as possible in January, though final tax, budget and financial statement figures will not be available until early-mid January. Board members who are writing material for the report are requested to have their first draft done by the first week in January so final figures can be dropped in and the report mailed as early as possible. Anne will check again with state grantors about how soon their final grant application forms and instructions will be available in January. We agree that a community meeting is desirable as soon as all information is assured. Bryan recommends using a postcard announcement for the meeting. After discussion, we agree that in this case it is acceptable to mobilize early community awareness of and preparation for the coming grant by forwarding an E-mail attachment to members, and requesting that, if willing, they forward the attachment to their Beulah contacts as well. At the same time, it is preferable that we develop an E-mail list of willing recipients for non-legal information we would like to spread quickly in order to save the cost of mailings.

4. EXECUTIVE SESSION: as per Section 24-6-402(4)(f) C.R.S. for personnel matter: annual performance evaluation of Chief Bryan Ware. Bryan denied the need for executive session; he preferred that this be conducted in open public meeting. All board members present have completed and handed in their comments on the form provided. This form also included Bryan's responses to the questions formulated by Steve and based on the Chief's job description. There was open discussion of all comments. Copies of Bryan's and the Board's forms are open to the public in the personnel file in the office. Bryan received excellent ratings from the three present members. We agreed that a great deal has been accomplished in less than one year since the merger of fire services into the existing Ambulance District and the creation of the Beulah Fire Protection and Ambulance District. Steve will ask the other board members to submit their forms with comments as soon as possible, if they wish.

5. MOTION TO ADJOURN: *was made by Pat Stanifer, seconded by Anne Moulton. Motion carried with no objections. Meeting adjourned at 11:44 a.m.*

Anne E Moulton
Secretary, Board of Directors,
Beulah Fire Protection and Ambulance District

Final