

# BERTHOUD FIRE PROTECTION DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES



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Date: Tuesday, March 12, 2024

Location: 248 Welch Avenue, Berthoud, CO

Time: 6:00 p.m.

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## AGENDA ITEMS

### I. CALL TO ORDER

Vice-President, Mike Cook, called the meeting to order at 6:06 p.m. Directors present were, Secretary Gary Maggi, and Director Dave Shipley. President Dan Hershman and Director Eric Ryplewski were absent.

Others in Attendance: Fire Chief Steve Charles, Battalion Chief Andrew Kuiken, Steven Rodriguez, James Vincent Group, and Jill Wilson, Chief of Staff.

### II. PLEDGE OF ALLEGIANCE

### III. REVIEW OF AGENDA

The Board noted no additions to the agenda.

Vice-President Cook accepted the agenda as presented.

### IV. PUBLIC COMMENT

None

### V. CONSENT CALENDAR

Approval of the February 13, 2024 Meeting Minutes.

Motion by Secretary Maggi to approve the February 13, 2024 meeting minutes, seconded by Director Shipley. The motion carried unanimously

### VI. FINANCIAL REPORT

Approval of the February financial report

Steven Rodriguez provided an overview of the February financial report

Motion by Director Shipley to approve the February financial report, seconded by Secretary Maggi. The motion carried unanimously.

## **VII. COMMAND STAFF REPORTS**

### **STEPHEN CHARLES, FIRE CHIEF**

#### **Item 1: Operations Chief / Lieutenant Recruitment**

Chief Charles stated that the District was in the process of collecting applications until March 24<sup>th</sup> for Lieutenant position with the plan to have someone in place in May.

The Operations Chief brochure was finalized and would be advertised in the next month or so.

#### **Item 2: Larimer County / Town of Berthoud Special Event Permitting**

Chief Charles noted that a new special event process had been put in place for Larimer County. In addition, Larimer County Sheriff and Town of Berthoud also have been working to put together a new special event process.

#### **Item 3: Strategic Plan / Follow-up**

Chief Charles stated that he had been reviewing the items identified in the strategic plan in order to determine what needed to be completed and/or worked on.

#### **Item 4: IGA / Dispatch Services**

Chief Charles explained that due to the new proposed billing for dispatch services, the District was having our attorney review the IGA. The new IGA would increase our yearly dues by over \$30,000 for 2025.

#### **Item 5: John Erickson's Funeral / Follow-up**

Chief Charles provided an overview of the funeral which Berthoud Fire attended.

#### **Item 6: AED (6) / AED (1) Trainer Donation / Dr. Lois Hart & McKee Wellness Foundation**

Chief Charles mentioned that the AEDs were presented to the District on March 1.

## **VIII. BOARD OF DIRECTOR ACTIONS**

## **IX. BOARD OF DIRECTOR COMMUNICATION/OPEN DISCUSSION**

None

## **X. ADJOURNMENT**


Vice President Cook made a motion to adjourn at 6:23 p.m. Motion by Director Shipley, seconded by Secretary Maggi. The motion carried unanimously.

Signature Page

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Mike Cook  
Vice-President

X 

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Gary Maqqi  
Secretary

X 

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Dave Shipley  
Director