

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
CUNNINGHAM FIRE PROTECTION DISTRICT**

**HELD
APRIL 22, 2010**

A regular meeting of the Cunningham Fire Protection District was held on Thursday, April 22, 2010, at the Cunningham Fire Protection District's Administration Building, 2015 S. Dayton Street, Denver, CO 80247, commencing at 7:00 P.M.

Attendance Directors in Attendance:

James A. Becker
Justin V. Kersey
William F. Packard
Don A. Strickland
Maria J. Fay

Also in Attendance:

Ira J. Rhodes, Fire Chief
Michael K. Walters, Assistant Chief
Michelle M. Keller, Finance Director
Dori L. Chuvarsky, Human Resources Administrator
Alan Fletcher, Division Chief

Meeting Commenced The meeting was called to order at 7:02 p.m.

Agenda The agenda was amended to add item 11.A. Live Burn Training. The agenda was approved as amended.

Open Forum None.

Minutes *Minutes-March 25, 2010.* No comments.

Upon a motion duly made, seconded and unanimously carried, the Board approved the March 25, 2010 Minutes as presented.

Financial Reports *Financial Reports-March, 2010.* Ms. Keller presented March, 2010 Financial Reports. She explained that the audit field work is complete and because of new auditing standards, the auditors need to have the audit finalized as close to the end of the field work as possible. As a result, Clifton Gunderson hopes to have the final audit report to the Board at the May Board meeting. Referencing the vehicle repair expenses, Director Fay asked whether or not the Quint was under warranty. Ms. Keller stated that it was not under warranty. Chief Fletcher added that aerial apparatus generally require more maintenance than other types of engines.

Upon a motion duly made, seconded and unanimously carried, the Board approved the March, 2010 Financial Reports as presented.

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Chief's Report

Chief's Report – March, 2010. The Board had no questions or comments.

Upon a motion duly made, seconded and unanimously carried, the Board approved the March, 2010 Chief's Report as presented.

Administration Monthly Reports

Administration-Monthly Reports. The Board had no questions or comments.

Upon a motion duly made, seconded and unanimously carried, the Board approved the March, 2010 Administration-Monthly Reports as presented.

Discussion Items

Standards of Cover. Chief Fletcher gave a power point presentation reviewing the "Accreditation" process and the "Standards of Cover" document. Following the presentation Chief Rhodes stated that the important part of accreditation is going through the process and making improvements along the way. Director Packard asked Chief Rhodes what the District would gain by becoming accredited. Chief Rhodes explained that the District would not realize any financial gain but would benefit from the journey through the accreditation process. In addition, he stated that neighboring agencies have already attained accreditation. Director Strickland asked about the cost associated with the process. Chief Fletcher replied that it costs \$500.00 to register and \$6,000.00 to apply for the initial accreditation as well as another \$6,000.00 every five years thereafter. Chief Rhodes added that the greatest cost is the time spent by personnel. Chief Fletcher agreed and stated that it is a continual self-improvement process with annual reporting requirements and a re-evaluation every five years.

Action Items

None.

Legal Issues

None.

Board Issues

Live Burn Training. Director Packard stated that he had attended the live burn training at the South Metro Fire Authority training facility and was impressed with knowledge and skills of our personnel. He also asked if the District paid a fee to use the South Metro training facility. Chief Rhodes stated that the District pays a fee if using the facility exclusively for our own training purposes. Director Packard inquired if the District would be able to obtain grant funds to build our own training facility. Chief Rhodes stated that the idea had been researched in the past but at a cost of approximately \$5,000,000.00, funding the project with grants may be difficult. Further discussion regarding the live burns and bunker gear ensued.

Adjournment

There being no further business to come before the Board, the regular meeting was adjourned at 7:45 p.m.

Secretary for the Meeting

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MINUTES APPROVED:

James A. Becker

Justin V. Kersey

William F. Packard

Don A. Strickland

Maria J. Fay

Minutes Approved by the Board of Directors on May 27, 2010