

CRESTED BUTTE FIRE PROTECTION DISTRICT
MINUTES OF REGULAR MEETING
Fire Station 1
300 CR 317 Crested Butte, CO 81224
Tuesday, June 23, 2026 5:15 PM
Approved: July 14, 2026

Attendance

Board Members Present: Matt Halvorson, Brittany Perkins, Jack Dietrich, Jeff Isaac, Ryland Bradley
Staff, Volunteers and Public: Sean Caffrey, Annie Tunkey, Jeff Duke, Joe Wonnacott, Robert Weisbaum

The meeting was called to order at 5:23 p.m. by Chairman Halvorson.

Changes to the Agenda

No changes to the agenda were presented.

Update to the proposal from Strategic Government Resources SGR is in the packet and a debt summary was added under the executive session section of the meeting.

Work Session Business

Job Description / Exhibit A for Chief Position

The CEO job description exists as an attachment to the CEO's contract, and both were presented to the Board. Historically, administrative leadership has been separated from the operational side of the district. Staff recommendation is to create a single Chief position responsible for both administrative and operational leadership, reporting directly to the Board. The job description presented reflects minimal changes from the CEO's current duties. The Board discussed the opportunities for changing to a more traditional fire department structure and the likely development of a Deputy Chief position. Chairman Halvorson asked for input on the proposed restructure and stated the Chief position should be responsible for managing the organizational chart. Director Isaac noted the clause in the CEO job description creating a separation between the Board and staff and asked for clarification. The structure is consistent with SDA (Colorado Special District Association) recommendations regarding separation between staff and Board members. The job description will be finalized for consideration and approval at the July 14th regular meeting.

Selection and Hiring Options for Chief Position

The Board discussed hiring options, including the use of a professional recruiting firm or district managed search. The Board discussed what level of support it wants for the posting and selection process and compared the proposals from GMP Consultants and Strategic Government Resources. Additionally, the Board discussed the value of considering internal applicants versus conducting a broader outside search, noting that a wider search could add credibility. Chairman Halvorson stated it is in the district's best interest to open the search to outside candidates; Directors Dietrich, Perkins, Isaac, and Bradley expressed agreement. CEO Caffrey suggested further conversations with both recruiting firms and will develop an internally managed search option. The proposed timeline calls for a kickoff process in late August or early September, with a solid proposal to be brought back for the July 14th meeting.

District debt summary review was presented by CEO Caffrey prior to the executive session.

Executive Session

Motion to enter into executive session pursuant to §24-6-402(4)(a), C.R.S., concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest by Chairman Halvorson, seconded by Dietrich. Motion passes unanimously.

Motion to exit executive session by and adjourn by Dietrich, seconded by Perkins. Motion passes unanimously and board adjourned at 6:57pm.