CRESTED BUTTE FIRE PROTECTION DISTRICT
MINUTES OF REGULAR MEETING
Fire Station 1
300 CR 317 Crested Butte, CO 81224
Tuesday, July 14, 2026 - 5:15 PM
Approved: August 11, 2026

Attendance

Board Members Present: Matt Halvorson (via Zoom) Brittany Perkins, Jack Dietrich, Jeff Isaac, Ryland Bradley
Guests: Scott Stryker & Chris Stryker -Western Slope Towers LLC; Todd Goulding- Goulding Development Advisors; Micki Girdino- HRx/Employers Council; John Chmil
Staff, Volunteers and Public: Sean Caffrey, Annie Tunkey, Robert Weisbaum, Jeff Duke, Joe Wonnacott, Dale Hoots, Liv Holowachuk, Randy Felix, Corey Tibljas, Sean Slattery, Maggie McIntosh, Beth Shaner, Taylor Reeves, Jay Bettencourt, Kevin Schifferl

Meeting called to order at 5:15 pm by Chairman Halvorson

Changes to the Agenda

No changes to the agenda

Badging Ceremony

Aaron Peterson and Olivia "Liv" Holowachuk took their oaths and were badged

Consent Agenda

The following items were presented for approval:
- Minutes of the June 9 regular meeting and executive session
- Minutes of the June 23 work session
- Monthly financial reports

Staff answered questions from Perkins regarding rent fees, dispatch fees and BOK financial.
Dietrich moved to approve the consent agenda; seconded by Perkins. Motion passes unanimously.

Fire Prevention Report

Fire Marshal Joe Wonnacott presented the written Fire Prevention Report. He reported that Community Risk Reduction and enhanced operational staff training were identified as strategic priorities during the Fire Prevention strategic planning session. He also noted the continued success of the signage program and the completion of a permanent water supply at Whetstone. Board Member Isaac inquired about the Fire Marshal's involvement in the county's corridor planning efforts with local municipalities.

EMS & Fire Chief Report

Chief Weisbaum presented his written report and recognized Nicholas Dale, the pilot who lost his life in the Gold Mountain Fire helicopter crash. He reported on the Aspen Acres wildfire surge deployment, noting its value in strengthening District personnel skills. He also discussed the District's ISO evaluation, stating that achieving an ISO Class 2 rating would require additional training and apparatus but could improve homeowner insurance rates. Chief Weisbaum reported that leadership training for all officers is scheduled for September and will be tailored to the District's organizational structure based on employee survey feedback. He further noted that the "It Starts with Me" health fair will proceed independently of GVH, with the District interested in hosting the program in the future.

Chief Executive Report

CEO Caffrey presented his written report. In addition to the written report, he highlighted that the District is applying for a federal Rural EMS grant, which would fund an EMS Training Officer position.
He also noted that leadership and professional development training are in planning and execution phase at various levels in the organization. Regarding policy updates, CEO Caffrey reported that a draft of Policy 301 (Chain of Command) has been in progress since October 2025. The policy is intended to address clarity in decision-making and will link to the Board of Directors Bylaws, Policy 308, and findings from the employee survey.

Public Comment

No public comment.

Old Business

Crested Butte South Communications Tower- Scott Stryker provided the latest update, reporting that utility easements have been approved, signed, and recorded. Work is expected to being on site this Friday and continue through fall.

Emergency Services Campus Update- Todd Goulding presented the campus update. Landscaping is expected to wrap up next week but will not reach 100% completion due to drought conditions. As such, the stormwater permit must remain active. The north driveway work has been completed and accepted by the County. The lift station was approved by the State with six conditions, none of which are considered problematic. The training building has experienced water leaks over electrical panels, and subcontractors are continuing to remediate this issue. Regarding the budget, approximately $700,000 remains in contingency, though roughly $150,000 in change orders may still occur; FCI holds an additional $30,000 in contingency. The project is expected to come in on or under budget at closeout.

Larkspur Housing- The Larkspur Design Review Committee (DRC) approved the plans submitted for the duplex on lot EM2, 30 Nicky Court. An RFP (Request for Proposals) will be required as part of the bidding process. Regarding timing, no progress is expected on Larkspur housing in 2026 and the 11 Paradise Road purchase may push the Larkspur timeline back further. Currently, $1.8 million is set aside for employee housing in Larkspur, with an additional $500,000 planned in subsequent years.

New Business

CEO Caffrey presented the Intergovernmental Agreement (IGA) for workers' compensation coverage through the Colorado Special District Property and Liability Pool following the district's previous carrier exiting the market.
Motion by Dietrich to approve IGA with Colorado Special District Liability Pool, seconded by Isaac. Motion passes unanimously.

Micki Giardino presented a summary of the 2026 employee engagement survey results. The survey reflected strong employee pride in the organization and commitment to its mission while identifying opportunities to improve organizational direction, communication, transparency, decision-making clarity, leadership development, and EMS training.

Giardino outlined initiatives underway to address the findings, including implementation of a Human Resources Information System (HRIS) to support ongoing performance conversations, leadership development, continued HR consulting support, improved communication regarding compensation and career advancement, and enhanced decision-making processes. The Board also discussed survey participation, respondent anonymity, and strategies to increase participation in future surveys.

CEO Caffrey and legal counsel John Chmil presented the proposed Chief recruitment process, including memoranda regarding executive search firm options and the draft Chief job description. The Board discussed recruitment strategies, the proposed search timeline, the role of the Board as the search committee, compliance with Colorado Open Meetings Law, and opportunities for employee input during the recruitment process. The Board expressed support for engaging a professional search firm and discussed establishing interview panels during the finalist stage while maintaining the Board as the formal search committee.
Chairman Halvorson moved to appoint the current Board of Directors as the Chief Search Committee, seconded by Dietrich seconded. The motion passed unanimously.
The Board reviewed the draft Chief job description and agreed it would serve as the foundation for the recruitment process, with refinements to be made in collaboration with the selected search consultant. The Board also supported the proposed recruitment timeline, subject to input from the consultant. The Board also discussed employee involvement in the Chief recruitment process.
Chairman Halvorson moved to engage GMP Group as the executive search consultant, Perkins seconded. The motion passed unanimously.

CEO Caffrey and legal counsel John Chmil presented proposed updates to the Board Bylaws related to Board governance, chain of command, and delegation of authority. They explained that the proposed revisions are intended to align the Board Bylaws, Policy 301 (Chain of Command), and the CEO employment agreement to establish consistent expectations regarding the Board's governance role and the Chief Executive Officer's responsibility for day-to-day operations.
The Board discussed the proposed language at length. Directors Halvorson and Isaac expressed concerns that the revisions could limit communication and accessibility in a small community, while recognizing the importance of maintaining an effective chain of command. Directors Perkins and Dietrich supported the proposed language as a means of reinforcing appropriate governance roles and preventing micromanagement. Director Bradley noted the importance of ensuring the chain of command functions effectively while remaining responsive to employee concerns.
The Board reviewed additional proposed bylaw revisions concerning communication with legal counsel. Following discussion, the Board reached consensus that the Board Chairman and CEO should each have authority to contact legal counsel independently between Board meetings.
The Board directed that the proposed bylaw revisions be updated for further consideration at the August Board meeting or a special meeting, while Policy 301 will be implemented at the staff level.

Chairman Halvorson and legal counsel John Chmil presented a resolution authorizing the district to exercise an option to purchase the property located at 11 Paradise Road. Counsel explained that the option to purchase is incorporated into the development agreement, establishes the purchase price, and anticipates closing within 60 days.
Chairman Halvorson moved to approve the resolution authorizing the option to purchase 11 Paradise Road, Dietrich seconded. The motion passed unanimously.

<u>Unscheduled Business and Board Member Comments</u>

No unscheduled business or board member comments.

Dietrich moved to adjourn the meeting at 7:28 p.m., Chairman Halvorson seconded. The motion passed unanimously.