

CRESTED BUTTE FIRE PROTECTION DISTRICT
MINUTES OF REGULAR SPECIAL MEETING

Fire Station 1
300 CR 317 Crested Butte, CO 81224
Tuesday, August 4, 2026 5:15 PM
Approved: August 11, 2026

Attendance

Board Members Present: Matt Halvorson, Jack Dietrich, Jeff Isaac, Ryland Bradley (Zoom), Brittany Perkins (Zoom)

Staff, Volunteers and Public: Sean Caffrey, Annie Tunkey, Jeff Duke

Guests: GMP Consultants Gordie Olson & Jennifer Monsivais

The meeting was called to order at 5:15 p.m. by Chairman Halvorson.

Changes to the Agenda

No changes to the agenda were presented.

Work Session Business

Gordie Olson (GMP Consultants) led a discussion outlining the chief recruitment process, presented in the following phases:

Phase 1: Profile Development

The initial phase will focus on building a candidate profile to identify the ideal "fit" for the organization. This will include:

- Stakeholder engagement over a 3–4 week period to gather input on desired qualities, experiences, and priorities for the position
- Identification of organizational challenges and opportunities relevant to the role
- Committee review and approval of the finalized profile
- Development of an advertising and outreach plan, to be led by Jen, determining where recruitment efforts will be targeted

The typical timeline for the full recruitment process is approximately 12 weeks.

Phase 2: Applicant Review

Following the initial search, a pool of the top 10–12 candidates best matching the approved profile will be identified. These candidates will be presented to the search committee during a work session, at which point the committee will determine which candidates will advance to the final selection process.

Phase 3: Final Selection

In the final phase, the process will narrow the field to one or two final candidates. This phase will include:

- Interview panels, with varied question sets across panels
- A community engagement process, such as a meet-and-greet or public Q&A session

Proposed Timeline

- Profile-building to begin the week of August 10, 2026
- Profile completion targeted at the end of August 2026
- Applications open the first week of September 2026
- Special Board meeting may be scheduled for September 8, 2026

- Review materials to be distributed the week prior, by August 31, 2026

Information Sharing

Candidate information may be shared on a rolling basis until applications close, as Gordie screens incoming candidates. This includes:

- Individual outreach to Board members
- Sharing of relevant materials such as budgets and strategic plans
- Engagement with key external stakeholders

Additional Discussion Items

- The job description currently in the board packet will continue to evolve to reflect district priorities; revisions may be discussed at the September 8th special meeting
- At candidate handoff, Gordie will provide recommendations to the Board and may remain engaged in the process further if requested by the committee

Motion to adjourn by Halvorson, seconded by Detrich. Motion passes unanimously and board adjourned at 6:10 pm.