



Golden Gate Fire Protection District

Minutes – May 29, 2014 Board Business Meeting

1. Preliminary

1.1. Location: Golden Gate Fire Station #1, 32360 Robinson Hill Rd, Golden, CO

1.2. Call to Order – 7:00 p.m.

The meeting was called to order at 7:00 p.m. by Mr. Shuler in the meeting room at Fire Station #1, 32360 Robinson Hill Rd, Golden, CO 80403, May 29, 2014.

1.3. Pledge of Allegiance

1.4. Roll Call

Roll call indicated a quorum was present with Mr. Green, Mr. Shuler, Mrs. Daniel, Mr. Primmer, and Mr. Patton.

1.5. Oath taken by Mr. Primmer given by Mr. Shuler (Appropriate documents signed by Derec and Aaron).

1.6. Approval of Agenda (done later following Fire Chief Presentation, out of order)

Motion by Mr. Green to amend the agenda with additional items. Amendment adopted with 4 yeas, 1 no (Mr. Shuler).

Motion by Mr. Shuler to approve the agenda by Mr. Shuler, approved 5 yeas

1.7. Public Comment

By Ms. Susan Dentry requested to add email on sign in sheet in order to receive newsletter.

Mr. Dave Primmer, former GGFPD Board President, summarized past board accomplishments.

1.8. Approval of April 30, 2014 meeting minutes

Motion to approve with a modification to remove May 28, 2014 as the next meeting, Yea – 3 (Shuler, Daniel, Patton), No – 2 (Green, Primmer)

1.9. Approval of May 15 meeting minutes

Motion by Mr. Shuler to adopt minutes.

Mr. Green requested an amendment to add the following statements from the meeting recording:

Mr. Shuler states “speaking from our perspective there have been some disagreements on the procedure for transition that has taken place and we will work to engage the community with more integrity and a more unified voice and so you will be hearing one voice from the board and the district at this point”.

Mrs. Daniel stated “no, no, I was at that meeting, that was not voted on and it was voted to not change it from the 15th”.

Motion by Mr. Shuler to adopt May 15 meeting minutes with amendment approved with 4 yeas, 1 dissenting (Mr. Shuler).

Previous motion by Mr. Shuler to adopt minutes continued, approved with 5 yeas.

2. Public Agenda

2.1. Jefferson County Sheriffs 911 Presentation

- Presented by deputy Mr. S.F. Pocsik and Ms. Diane Colberhouse
- Presentation due to the consideration of Evergreen Dispatch
- Cost to change to Evergreen Dispatch is estimated to be \$3000-4000
- Ms. Colberhouse requested that at the time of any dispatch issues, she be notified so the issue can be researched and corrected
- Jefferson County Sheriffs dispatch answers all 911 calls in the county including fire and police
- Pleasant View, Genesee FD’s are not moving to Evergreen and North Fork is still undecided
- Digital paging issues are generally due to the paging service such as Verizon, AT&T, etc. Code Red comes through on digital paging
- Jefferson County is on a state wide radio system that is robust and great coverage in the mountain areas
- The board will interview Evergreen Dispatch in a future meeting to be announced at a later date

2.2. Fire Chief Budget Presentation – Chief Dan Roozen

2.3. Treasurer Report presented by Mrs. Daniel Adopted by board

2.4. Fire Chief report presented by Chief Roozen Fire Chief report adopted by board.

2.5. Mr. Green statement of past board achievements

2.6. Mr. Green Report (Grant and Codes update)

- Grants submitted.
- FEMA Hazardous Mitigation grant for \$200,000 for homeowners and private property owners.
- Back-up generators grant \$16,000 for each station.
- Mr. Green is working with Jefferson County regarding fire codes adoption of IFC 2012.
- Mr. Green report adopted by board.

2.7. Fire District computer update by Mr. Primmer.

Mr. Primmer approved to purchase computer for district.

2.8. Mr. Green comments regarding May 15 board meeting

3. New Business

- Motion by Mr. Green to set new renter rate for fire house #2 at \$370/month – Motion passed, 5 years
- Motion by Mrs. Daniel to move all records to fire house #1 – Motion passed, 5 years
- Motion by Mr. Shuler to adopt policy C-01, the use of Golden Gate Fire District email, to conduct all district business – Motion pass, 3 yeas (Shuler, Daniel, Patton) 2 nos (Green, Primmer)
- Discussion regarding next agenda

4. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:03 p.m. The next regular meeting of the Board of Directors is scheduled for June 19, 2014 at Fire State #2, at 7:00 p.m.

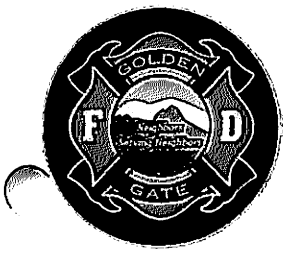
END

Approved By:

Derec Shuler, President

Attested By:

Sam Patton, Secretary



Golden Gate Fire Protection District

P.O. Box 843 - Golden, CO 80402-0843

(303) 279-3538

5-29-2014 Chief Report

1) Calls

Date Range:

Total Calls: year to date	28
EMS: 4	10
Rescue: 3	13
Fire: 0	5
Other: (Power lines down)	
Mutual Aide Given:	1
Mutual Aide Received:1	3

\$450,000 Fire loss YTD

2) Personnel

Total Membership:	17
Regular Members:	16
Candidate Members:	
New Applicants:	0
Disciplinary Measures:	0
Resignation:	0
Other: (light duty)	0

3) Equipment and Facilities Maintenance

Bid received for gravel and grading both stations, and delivery of gravel for around stations (boarder) \$1750.00

Stations:

Station 1: Road care

Station 2: Carpet cleaned upstairs and downstairs

4) **Training:** Chief to Recruitment and Retention class this weekend. Landed Air Life last Tuesday. Hose testing begins next week.

5) **Upcoming Training Needs:** Extrication class with timberline, transportation of cars

6) Communications: Pagers/ Radios

No report

9) General Information / Concerns from Chief or Dept. Members.

***Grants: Wildland grant turned in for a 50% match.

Board member updates as to department operations

Call responses: As of 5-29-2014 we have ran 28 emergency calls. 13 were rescue, 10 medical and 5 were fire related calls. All calls had response from Golden Gate volunteers. 3 calls we requested and used mutual aid companies to help with the call.

Firefighters: We have 17 volunteer firefighters with our organization. Titles that are used in the fire service would be one assistant chief, two lieutenants, equipment manager, water manager, and wildland coordinator with the remaining being firefighters. The departments radio numbers are the 800 series of numbers with the Chief being 801.

Stations: We continue to work to clean, organize, paint, and inventory equipment at both stations. Both stations were lacking in general maintenance and strides have continued to improve the working and general appearance of each station.

Station 1: cleaning, building a "training" room with cabinets, white board and better suited to teach a class. Scraping and painting of outside of station. Moving extra equipment to station 2 and organization of the interior.

Station 2: Lots of cleaning, disposing of broken and outdated equipment. Station mascot has been approved, Storage room and water tank are in the process of being completed.

Vehicle maintenance: We have entered into an agreement with Arvada Fire maintenance division to work on our trucks with certified and qualified mechanics. We have to date taken one engine and both tenders down to get things fixed and general maintenance completed. The goal is to get every vehicle into them this year if the funds permit. The engine or brush truck will be the next to go. Arvada is building a file so next year we should have a better understanding of what will need to be completed.

Equipment: We are working on a full equipment inventory list that is being built from nothing. This list will help identify future budget needs and replacement timelines and costs. Currently we are trying to find grant funded projects to help start our replacement program when applicable along with using our small budget wisely to continue to grow and better outfit our firefighters.

Neighboring relationships: We are in contact with Timberline, Golden, Fairmount, and Foothills as our primary working relationships. These departments have been very open and willing to help and are looking to continue to build working relationships with us. Timberline and I have been looking at ways to put on some bigger training classes that would benefit both our departments.

Grants: Grant funding takes work and experience to help find programs that will benefit our department which will allow us to move forward and what some would call getting stuff on "sale". These programs will have a matching percentage that is required and is anywhere from 10—50% of the grant cost.

Station generators- submitted by Steve G which would place an emergency generator at each station.

Fuel mitigation- Steve G has worked with the government to try and obtain the grant, make it easier and better use of funds for the homeowners to reduce fuels around there homes.

CREATE- submitted by Chief to send one person to EMT school, awarded and school is completed awaiting funds to be dispersed to Golden Gate

AFG(assistance to firefighters grant)- Submitted by Chief. This is a federal grant that takes up to two years to hear the results. Asking for bunker gear, thermal imagers, tools, training computer and equipment. If awarded should be a 10% match

State EMS- Submitted by Chief. Asking for AEDs, Glucose meters, and pagers. This grant requires two separate review attendances which have been completed and should know funding in June

Wildland- Submitted by Chief. Asking for Bendix King radios, GPS units, wildland tools. This grant is a 50% match if funded and should know results by end of June.

Fire Prevention and Safety- Submitted by Chief. This is a federal grant with a 10% match, unknown when awards go out. Asking for the funds to teach a Wildland preparedness multiple classes to the district with all expenses covered, and training equipment.

Eldorado Preserve- This is a 13 home subdivision that is being requested to be built on the Crawford Gulch side. Owners started to build a road without proper permits and notification. Steve and I have worked with the owners to try and provide a workable solution (last email communication and offer from the previous board is included in the packet). The solution revolves around a 30,000 gallon water tank to be installed at station 2 location 7181 Crawford Gulch. No further action is required at this time by the board, contact was made to owner who stated he would let us know his future working towards this project.

This is by no means all inclusive list of what is going on but I wanted to give you some reading material and a little history so we all can get on the same page and move forward. If at anytime you have questions please email me or call me.

Chief Dan Roozen

gfdchiefdan@gmail.com

720-940-3676

Golden Gate Fire Prot District
Profit & Loss Budget vs. Actual
April 2014

	Apr 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Revenues				
41000 · Tax Revenues				
41001 · Property Tax Revenue	8,071.56	7,191.00	880.56	112.2%
41010 · Specific Ownership Tax	833.17	737.00	96.17	113.0%
Total 41000 · Tax Revenues	8,904.73	7,928.00	976.73	112.3%
45000 · Donations				
45490 · Donations-Unrestricted	339.25	50.00	289.25	678.6%
Total 45000 · Donations	339.25	50.00	289.25	678.5%
45900 · Fundraising Events				
45902 · Pig Roast Income	0.00	0.00	0.00	0.0%
45904 · King Soopers Gift Cards	474.25	600.00	-125.75	79.0%
Total 45900 · Fundraising Events	474.25	600.00	-125.75	79.0%
46000 · Other Revenue				
46030 · Permits	0.00	0.00	0.00	0.0%
46900 · State Pension Fund Reimbursemen	0.00	0.00	0.00	0.0%
Total 46000 · Other Revenue	0.00	0.00	0.00	0.0%
Total 40000 · Revenues	9,718.23	8,578.00	1,140.23	113.3%
Total Income	9,718.23	8,578.00	1,140.23	113.3%
Expense				
51000 · Admin. Expenses				
51010 · County Treasurer's Fees	121.07	108.00	13.07	112.1%
51015 · Bank Fees	0.00	5.00	-5.00	0.0%
Total 51000 · Admin. Expenses	121.07	113.00	8.07	107.1%
51005 · District Accounting/Management	0.00	400.00	-400.00	0.0%
51020 · Office Supplies	0.00	175.00	-175.00	0.0%
51040 · Payroll				
51050 · Administration - Salary	0.00	600.00	-600.00	0.0%
51055 · Fire Chief's Salary	1,494.00	1,000.00	494.00	149.4%
51070 · Payroll taxes	127.74	145.00	-17.26	88.1%
51075 · Payroll Expenses	0.00	0.00	0.00	0.0%
Total 51040 · Payroll	1,621.74	1,745.00	-123.26	92.9%
51080 · Insurance-Liability	0.00	0.00	0.00	0.0%
51098 · Website Maintenance	0.00	58.00	-58.00	0.0%
51100 · Board Expenses				
51110 · Election Expense	2,117.17	5,000.00	-2,882.83	42.3%

Golden Gate Fire Prot District
Profit & Loss Budget vs. Actual
April 2014

	Apr 14	Budget	\$ Over Budget	% of Budget
51115 · Prof.Dues/Publications- SDA	0.00	40.00	-40.00	0.0%
51120 · Seminars and Travel Exp.-Board	0.00	100.00	-100.00	0.0%
51150 · Newsletter/Postage	0.00	100.00	-100.00	0.0%
Total 51100 · Board Expenses	2,117.17	5,240.00	-3,122.83	40.4%
51170 · Legal-Prof Fees	0.00	1,000.00	-1,000.00	0.0%
51200 · Recruiting and Benefits				
51205 · Recruiting Expenses	0.00	20.00	-20.00	0.0%
51210 · Physicals Expense	0.00	15.00	-15.00	0.0%
51215 · Background Screening	0.00	10.00	-10.00	0.0%
51220 · Recognition Expense	0.00	0.00	0.00	0.0%
51230 · Pension Benefit Expense	0.00	0.00	0.00	0.0%
51235 · LOSAP Expense	0.00	0.00	0.00	0.0%
51240 · Worker's Comp/Disability Ins.	531.70	0.00	531.70	100.0%
Total 51200 · Recruiting and Benefits	531.70	45.00	486.70	1,181.6%
51300 · Training	0.00	200.00	-200.00	0.0%
51400 · Facilities				
51405 · Lease Pmt St. #2 - Interest Exp	0.00	0.00	0.00	0.0%
51411 · Gas & Electric - Sta 1	99.96	200.00	-100.04	50.0%
51412 · Gas & Electric - Sta 2	123.78	200.00	-76.22	61.9%
51413 · Tel & Internet St. #1	94.72	125.00	-30.28	75.8%
51414 · Tel & Internet St. #2	71.19	90.00	-18.81	79.1%
51431 · St.# 1-Snow,septic,trash	0.00	0.00	0.00	0.0%
51432 · St.#2 Snow, septic,trash	720.00	750.00	-30.00	96.0%
51450 · Station Repairs & Maintenance				
51451 · Repairs & Maint. - Station #1	0.00	85.00	-85.00	0.0%
51452 · Repairs & Maint. - Station #2	0.00	85.00	-85.00	0.0%
Total 51450 · Station Repairs & Maintenance	0.00	170.00	-170.00	0.0%
Total 51400 · Facilities	1,109.65	1,535.00	-425.35	72.3%
51500 · Capital Investments				
51510 · Buildings & Improvements	678.91	0.00	678.91	100.0%
Total 51500 · Capital Investments	678.91	0.00	678.91	100.0%
51630 · Operational Communications Exp				
51635 · Pager	351.70	167.00	184.70	210.6%
51640 · Radios	0.00	208.33	-208.33	0.0%
Total 51630 · Operational Communications Exp	351.70	375.33	-23.63	93.7%
51650 · Firefighting Tools & Equipment	158.97	175.00	-16.03	90.8%
51660 · EMS Expense	0.00	33.33	-33.33	0.0%
51670 · PPE(Personal Protective Equip.)				
51673 · PPE + Maintenance and Repair	0.00	541.67	-541.67	0.0%
51676 · Clothing	239.00	83.33	155.67	288.8%
Total 51670 · PPE(Personal Protective Equip.)	239.00	625.00	-386.00	38.2%

Golden Gate Fire Prot District
Profit & Loss Budget vs. Actual
April 2014

	Apr 14	Budget	\$ Over Budget	% of Budget
51890 · Vehicle Expenses				
51892 · Fuel Expenses	38.25	333.33	-295.08	11.5%
51893 · Vehicle Maintenance and Repair	29.01	1,000.00	-970.99	2.9%
51895 · Vehicle Loan - Interest Expense	0.00	0.00	0.00	0.0%
Total 51890 · Vehicle Expenses	67.26	1,333.33	-1,266.07	5.0%
51800 · Firefighters Fund				
51805 · Fundraising Expenses-Pig Roast	0.00	0.00	0.00	0.0%
51808 · Food and Beverages for Stations	0.00	100.00	-100.00	0.0%
Total 51800 · Firefighters Fund	0.00	100.00	-100.00	0.0%
51900 · Other Expenses				
51915 · Cistern Station #2	0.00	0.00	0.00	0.0%
51930 · Interest Expense	0.00	8.33	-8.33	0.0%
Total 51900 · Other Expenses	0.00	8.33	-8.33	0.0%
Total Expense	6,997.17	13,161.32	-6,164.15	53.2%
Net Ordinary Income	2,721.08	-4,583.32	7,304.38	-59.4%
Other Income/Expense				
Other Income				
90002 · Interest Income	4.01	16.67	-12.66	24.1%
90003 · Other Income	300.00	300.00	0.00	100.0%
Total Other Income	304.01	316.67	-12.66	98.0%
Net Other Income	304.01	316.67	-12.66	98.0%
Net Income	3,025.07	-4,266.65	7,291.72	-70.9%

Golden Gate Fire Prot District
Profit & Loss Budget Overview
 January through April 2014

	Jan 14	Feb 14	Mar 14	Apr 14	TOTAL Jan - Apr 14
Ordinary Income/Expense					
Income					
40000 · Revenues					
41000 · Tax Revenues					
41001 · Property Tax Revenue	0.00	10,565.00	37,551.00	7,181.00	55,307.00
41010 · Specific Ownership Tax	848.00	785.00	891.00	737.00	2,839.00
Total 41000 · Tax Revenues	848.00	11,330.00	38,242.00	7,928.00	58,146.00
45000 · Donations					
45490 · Donations-Unrestricted	50.00	50.00	50.00	50.00	200.00
Total 45000 · Donations	50.00	50.00	50.00	50.00	200.00
46900 · Fundraising Events					
46902 · Pig Roast Income	0.00	0.00	0.00	0.00	0.00
46904 · King Soopers Gift Cards	800.00	800.00	800.00	800.00	2,400.00
Total 46900 · Fundraising Events	800.00	800.00	800.00	800.00	2,400.00
48000 · Other Revenue					
48030 · Permits	150.00	0.00	0.00	0.00	150.00
48900 · State Pension Fund Reimbursemen	0.00	0.00	0.00	0.00	0.00
Total 48000 · Other Revenue	150.00	0.00	0.00	0.00	150.00
Total 40000 · Revenues	1,448.00	11,980.00	38,892.00	8,578.00	60,898.00
Total Income	1,448.00	11,980.00	38,892.00	8,578.00	60,898.00
Expense					
51000 · Admin. Expenses					
51010 · County Treasurer's Fees	0.00	200.00	520.00	108.00	828.00
51015 · Bank Fees	5.00	5.00	5.00	5.00	20.00
Total 51000 · Admin. Expenses	5.00	205.00	525.00	113.00	848.00
51005 · District Accounting/Management	400.00	400.00	400.00	400.00	1,600.00
51020 · Office Supplies	200.00	175.00	200.00	175.00	750.00
51040 · Payroll					
51050 · Administration - Salary	600.00	600.00	600.00	600.00	2,400.00
51055 · Fire Chief's Salary	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
51070 · Payroll taxes	145.00	145.00	145.00	145.00	580.00
51075 · Payroll Expenses	0.00	400.00	0.00	0.00	400.00
Total 51040 · Payroll	1,745.00	2,145.00	1,745.00	1,745.00	7,380.00
51080 · Insurance-Liability	0.00	0.00	0.00	0.00	0.00
51096 · Website Maintenance	58.00	58.00	58.00	58.00	233.00
51100 · Board Expenses					
51110 · Election Expense	500.00	1,000.00	3,000.00	5,000.00	9,500.00
51115 · Prof.Dues/Publications- SDA	40.00	100.00	40.00	40.00	220.00
51120 · Seminars and Travel Exp.-Board	0.00	0.00	100.00	100.00	200.00
51150 · Newsletter/Postage	50.00	50.00	300.00	100.00	500.00
Total 51100 · Board Expenses	590.00	1,150.00	3,440.00	5,240.00	10,420.00
51170 · Legal-Prof Fees	0.00	500.00	2,000.00	1,000.00	3,500.00
51200 · Recruiting and Benefits					
51205 · Recruiting Expenses	0.00	20.00	20.00	20.00	80.00
51210 · Physicals Expense	0.00	15.00	15.00	15.00	45.00

Golden Gate Fire Prot District
Profit & Loss Budget Overview
 January through April 2014

	Jan 14	Feb 14	Mar 14	Apr 14	TOTAL Jan - Apr 14
51215 · Background Screening	0.00	10.00	10.00	10.00	30.00
51220 · Recognition Expense	0.00	0.00	0.00	0.00	0.00
51230 · Pension Benefit Expense	0.00	0.00	0.00	0.00	0.00
51235 · LOSAP Expense	0.00	0.00	0.00	0.00	0.00
51240 · Worker's Comp/Disability Ins.	840.00	860.00	860.00	0.00	2,240.00
Total 51200 · Recruiting and Benefits	940.00	895.00	895.00	45.00	2,375.00
51300 · Training	200.00	200.00	200.00	200.00	800.00
51400 · Facilities					
51406 · Lease Pmt St. #2 - Interest Exp	0.00	0.00	0.00	0.00	0.00
51411 · Gas & Electric - Sta 1	200.00	300.00	200.00	200.00	900.00
51412 · Gas & Electric - Sta 2	200.00	300.00	200.00	200.00	900.00
51413 · Tel & Internet St. #1	125.00	125.00	125.00	125.00	500.00
51414 · Tel & Internet St. #2	100.00	90.00	90.00	90.00	370.00
51431 · St.# 1-Snow,septic,trash	0.00	0.00	0.00	0.00	0.00
51432 · St.#2 Snow, septic,trash	0.00	0.00	0.00	750.00	750.00
51450 · Station Repairs & Maintenance					
51451 · Repairs & Maint. - Station #1	80.00	85.00	85.00	85.00	335.00
51452 · Repairs & Maint. - Station #2	80.00	85.00	85.00	85.00	335.00
Total 51450 · Station Repairs & Maintenance	160.00	170.00	170.00	170.00	670.00
Total 51400 · Facilities	785.00	985.00	785.00	1,535.00	4,090.00
51500 · Capital Investments					
51510 · Buildings & Improvements	0.00	0.00	0.00	0.00	0.00
Total 51500 · Capital Investments	0.00	0.00	0.00	0.00	0.00
51630 · Operational Communications Exp					
51636 · Pager	163.00	167.00	167.00	167.00	664.00
51640 · Radios	208.37	208.33	208.33	208.33	833.36
Total 51630 · Operational Communications Exp	371.37	375.33	375.33	375.33	1,497.36
51650 · Firefighting Tools & Equipment	175.00	175.00	175.00	175.00	700.00
51660 · EMS Expense	33.33	33.33	33.33	33.33	133.32
51670 · PPE(Personal Protective Equip.)					
51673 · PPE + Maintenance and Repair	541.63	541.67	541.67	541.67	2,166.64
51676 · Clothing	83.37	83.33	83.33	83.33	333.36
Total 51670 · PPE(Personal Protective Equip.)	625.00	625.00	625.00	625.00	2,500.00
51690 · Vehicle Expenses					
51692 · Fuel Expenses	333.37	333.33	333.33	333.33	1,333.36
51693 · Vehicle Maintenance and Repair	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
51695 · Vehicle Loan - Interest Expense	0.00	0.00	0.00	0.00	0.00
Total 51690 · Vehicle Expenses	1,333.37	1,333.33	1,333.33	1,333.33	5,333.36
51800 · Firefighters Fund					
51805 · Fundraising Expenses-Pig Roast	0.00	0.00	0.00	0.00	0.00
51806 · Food and Beverages for Stations	100.00	100.00	100.00	100.00	400.00
Total 51800 · Firefighters Fund	100.00	100.00	100.00	100.00	400.00

Golden Gate Fire Prot District
Profit & Loss Budget Overview
 January through April 2014

	Jan 14	Feb 14	Mar 14	Apr 14	TOTAL Jan - Apr 14
81900 · Other Expenses					
81915 · Cistern Station #2	0.00	0.00	0.00	0.00	0.00
81930 · Interest Expense	8.37	8.33	8.33	8.33	33.36
Total 81900 · Other Expenses	8.37	8.33	8.33	8.33	33.36
Total Expense	7,589.44	9,163.32	12,699.32	13,181.32	42,593.40
Net Ordinary Income	-8,123.44	2,916.68	26,192.88	-4,583.32	18,302.60
Other Income/Expense					
Other Income					
90002 · Interest Income	16.63	16.67	16.67	16.67	66.64
90003 · Other Income	300.00	300.00	300.00	300.00	1,200.00
Total Other Income	316.63	316.67	316.67	316.67	1,266.64
Net Other Income	316.63	316.67	316.67	316.67	1,266.64
Net Income	-5,806.81	3,133.35	26,509.35	-4,266.65	19,569.24

Golden Gate Fire Protection District (GGFPD)
Board Policy C-01
Initially Adopted May 29, 2014

Summary: This Board policy governs the use of email communications by board members in the conduct of official board business.

Purpose: As a public body, the Golden Gate Fire Protection District is subject to various laws making official communications by board members public record. In order to facilitate compliance with the Colorado Open Records Act, beginning at Section 24-72-201 of the Colorado Revised Statutes, the custodian of GGFPD records must be able to produce records when requested. There is no expectation of privacy when acting in an official capacity with the exceptions noted in the Colorado Open Records Act.

This policy will defer to definitions and practices as stated in the Colorado Open Records Act.

Policy: All official business of Golden Gate Fire Protection District board members using email communications must take place using District-provided email addresses.