



PUEBLO RURAL FIRE PROTECTION DISTRICT

www.PuebloRuralFire.com
29912 Highway 50 East—Pueblo, CO 81006

MINUTES

July 29, 2020

1. ATTENDANCE—In Board Room

John A. Musso, Chairman
Ted Hall
Robert Guagliardo
Rich Ikelman
Mary Macaluso-Ikelman

ASSISTANTS TO THE BOARD

Chief Bret Marascola
Pat Garcia, Attorney
Tomma Parco, Recording Sec.

OTHERS PRESENT by GO TO MEETING due to COVID-19:

- Mike Furney- remote
- Bob Tracy- In board room
- Wil Gavigan- remote
- Willy Martin- remote
- Mike Sanchez - remote
- Jonathan Passig- remote
- Willie Martin- remote
- Scott Bond- remote
- Conrad Orndoff- In board room
- Joe Russ- remote

2. CALL TO ORDER

The meeting was called to order at 7:00 p.m., Wednesday, July 29, 2020, in the Board Room by John A. Musso, Chairman. A computer was set up for others wanting to participate using GoToMeeting.

3. APPROVAL OF AGENDA

A motion was made by Ted Hall to approve the agenda; seconded by Mary Ikelman; motion carried 5-0.

4. APPROVAL OF MINUTES –JUNE 24, 2020

A motion was made by Ted Hall to approve the June 24, 2020, minutes; seconded by Rich Ikelman; motion carried 5-0.

5. FINANCIAL REPORT

A motion was made by Rich Ikelman to approve the financial report; seconded by Mary Macaluso-Ikelman; motion carried 5-0.

6. UNION REPORT

Mike Sanchez reported “Fill the Boot” for MD will be virtual *only* this year on Facebook.

7. COORDINATOR REPORTS---ATTACHED

- MAINTENANCE—Jack Martin –Submitted.
- EMS—Bret Marascola / Robert Tracy in training—Submitted.
- HAZ-MAT—Submitted by Bob Tracy.
- TRAINING—Michael Furney—None.
- FIRE INSPECTOR—Conrad Orndoff—Submitted.
- SOCIAL MEDIA/WEBPAGE—Robert Tracy 2,215 website hits last month; this month 10,138; 650 clicks on FB.

8. CHIEF’S REPORT— (SEE ATTACHED FOR FULL REPORT)

- Training building is complete. Waiting for final walk through.
- Captains Test August 29
- Rod DeSiata attended EVOC “Train the Trainer” driving class and is now trained to train other Engineers.
- Assistant Chief Mike Furney and Chief took EEOC Harassment training—online 4 ½ hours. This will be offered to all supervisory personnel in the fall. In 2021 all personnel will be offered the training.
- Borderline Fire Ban still in effect—going week by week depending on rain.

9. SECOND QUARTER BENEFITS

Vacation hours down.

\$66,000 OT last year; \$30,000 now.

10. PERSONNEL MANUAL FINAL DRAFTS § 11 and § 14

§ 11.15.2 was changed to at least two Assistant Captains and at least two Captains as designated by the Chief.

A motion was made by Mary Macaluso to adopt the Personnel Manual § 11; seconded by Ted Hall. Motion carried 5-0.

§ 14.11.2 states the oral board will consist of at least three fire officers from other firefighting entities. The Chief will report the interview results to the Board.

§ 14.8.2 A practical exam administered by the District’s Training Chief and two or more fire officers from other firefighting entities will be given in place of an oral interview for Engineers.

A motion was made by Robert Guagliardo to adopt the Personnel Manual § 14; seconded by Ted Hall. Motion carried 5-0.

Both sections will be adopted and entered into the Personnel Manual effective tonight, July 29, 2020.

Board considered language in Section 2 regarding Board's power to promote employees.

11. ASSISTANT CHIEF POSITION

The Board will declare an open position effective December 1, 2020. The interview date selected is September 10 for Assistant Chief. The Chief says he has to have the position posted for two weeks before the interviews can be set up.

A motion was made by Ted Hall to announce an opening for an Assistant Chief effective December 1, and the Board gives the Chief the ability to get everything in order for the September 10 interview date.; Rich Ikelman seconded the motion; motion carried 5-0.

12. CHRISTY DENARDO REQUESTS AUDIT EXTENSION

Christy needs to have a signature to get an extension until September. The Chief reported this is the pattern we have followed in past years to extend the audit to September. The Board Chairman has signed the extension request.

13. EXECUTIVE SESSION—Chief's Evaluation and Letter from Conrad Orndoff

A motion was made by Robert Guagliardo to go into executive session for Chief's Evaluation and to address a letter from Conrad Orndoff. Motion was seconded by Ted Hall; motion carried 5-0.

- § 24-6-402(f), C.R.S. Personnel Matters for Chief's evaluation; and,
- 24-6-402(b) C.R.S. Legal Advice if requested by the Board; and,

- § 24-6-402(f), C.R.S. Personnel Matters to Review a letter from Assistant Chief Conrad Orndoff to Board and Chief; and,
- § 24-6-402(b) C.R.S. Legal Advice if requested by the Board.

7:35 p.m. – In executive session

8:52 p.m. – Out of executive session

The Board postponed the evaluation of the Chief until the next meeting due to the lateness of the evening.

Robert Guagliardo made a motion that Jack Martin and Conrad Orndoff be given two days off without pay for the May 2020 incident according to § 18. The Board rescinds any further time off given to either employee. The Board further requests written documentation is necessary for any incidents involving personnel and the incident must be signed by each employee and placed in their personnel file even if the incident is considered a verbal warning or no further action is taken. The Board gives full authority to the Chief to discipline employees, but it must take place at the time of the incident or as soon as discovery is completed; motion seconded by Ted Hall; motion carried 5-0.

The Board stated there needs to be more clarification on documentation in § 21. Pat Garcia said he will bring a draft to the Board in August.

The Board restated that a chain of command must be followed before an employee brings an issue to the Board.

The Board stated that all information concerning employees and any other information discussed in an executive session must be kept confidential.

14. PAYMENT OF THE BILLS

A motion was made by Robert Guagliardo to pay the bills. Mary Macaluso-Ikelman seconded the motion; motion carried 5-0.

15. AGENDA REQUEST FOR AUGUST

- Training Building Update
- Assistant Chief's Test and Promotions
- Engineer's Testing
- Executive Session for Chief's Evaluation
 - § 24-6-402(f), C.R.S. Personnel Matters; and,
 - § 24-6-402(b) C.R.S. Legal Advice

16. ADJOURNMENT 9: 09 p.m.

With no further business, Chairman Musso asked for a motion to adjourn.

A motion was made by Mary Macaluso-Ikelman to adjourn; seconded by Rich Ikelman; motion carried 5-0.

Respectfully submitted,

Tomma Parco

Recording Secretary