

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BLACK FOREST FIRE/RESCUE PROTECTION DISTRICT

The Board of Directors of the Black Forest Fire/Rescue Protection District held a regular board meeting on January 14, 2026, such meeting duly posted for public notice.

A quorum present, the meeting was called to order at 5:30 p.m. by Chair K. Tarvainen.

Directors present: K. Tarvainen/T. Joyce/J. Tarvainen/J. Abendschan

Directors absent: N. Dowden

Also present: Chief Rocco/Chief Bartlett (via Zoom)/R. Dunn/L. Emry/D. Arkowski/fire department personnel

Roll Call: Director Dowden was absent. **A motion was made and seconded to excuse Mr. Dowden's absence; motion was seconded and unanimously approved.** A quorum was declared.

Agenda Approval: **A motion was made, seconded, and carried unanimously to approve the agenda as presented.**

Minutes **A motion was made and seconded to approve the board meeting minutes for the December 5, 2025 special board meeting and the December 10, 2025 regular board meeting; the motion carried unanimously.**

Operations Reports A written report was prepared and given to all directors. A copy is attached to the minutes.

Finance and Administrative – Section Lead Lisa Emry:

- Notable revenues – property tax \$36,514; ambulance revenue \$5,688; money market a/c interest \$3,564.
- Notable expenses – Lexipol contract \$11,561; Pikes Peak radio tower annual renewal expense for 2025 \$16,762; brush truck repair \$11,868.
- Hours worked – 6,525 (183 hours OT, deployment 0 hours).

Logistics and Planning – Section Lead Rachel Dunn:

Fleet Management (Gavin Smith)

- 711 back in service
- 781 out of service

Facilities

- Station 1 – HVAC being cleaned.

Deployment

- Nothing to report.

Planning

- Promotional process for driver/engineer, captain, lieutenant posted.

Chief Rocco Operations Report

- 95 total calls - 2 fire calls, 59 EMS calls, 34 other, 475 training hours.
- Partnered with MFD to deliver infant.
- BFFRPD Honor Guard attended Tomb Guard Reunion and are now part of U.S. Quartermaster Color Guard.
- Participated in community Christmas festivities with Mr. and Mrs. Claus.
- Cardiac arrest save on 12/31/25.

Chief Update

- Partnering with Chief Bartlett to finalize the Lt and CPT test parameters and actual tests.
- Driver-Engineer job posted; will test in March.
- Have 14 applicants for Deputy position; interviewed Jan. 6 and 7.
- Chief Rocco and Ms. Dunn met with 13 VEMS applicants; all good candidates.
- CSFD and AMR MOUs sent to Legal for review. Focusing on reliable coverage throughout the district.
- Policy Manual soon ready for Board review, particular to issues for Board interest.
- Ms. Emry working with Accounting to implement switch over. Audit of 2025 just beginning.
- Ms. Fine is working on grant applications and organization of district records and information.
- Retired Chief Peter Bryan is volunteering with BFFD to coordinate VEMS and volunteer firefighters. He has significant experience with volunteer and paid departments.

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- A solar array inspections process will be developed by Fielding Lucas.

Old Business

Nothing to report.

New Business

Nothing to report.

Board Member Reports: Treasurer Joyce reported that BFFRPD has passed their IFC and Mr. Joyce will begin working with other districts to start their processes.

Correspondence: None reported.

Public Comment: Any information about a third station being built? Initial inquiries are being made.

Future Meetings: The next regular board meeting will be held on February 11, 2026, at 5:30 p.m.

Adjournment: There being no further business, **upon a motion, second, and unanimous vote, the board adjourned at 5:59 p.m.**

Respectfully submitted,

Donna Arkowski
Recording Secretary