

**REGULAR MEETING  
BOARD OF DIRECTORS  
FRIENDS OF ARVADA FIRE PROTECTION DISTRICT 501(c)(3)  
7903 Allison Way, Arvada, Colorado  
DECEMBER 10, 2015**

Director Harrington called the December 10, 2015 Friends of Arvada Fire Protection District (FAFPD) Board meeting to order at 8:03 a.m.

**ATTENDANCE**

**Board members present:**

Lacey Jackson, Treasurer  
Deanna Harrington, Director

**Board members absent:**

None.

**Also present:**

Katie Fisk  
Sue Steward  
Tracy Vitale  
Chris Werhane

**ADDITIONS OR DELETIONS TO AGENDA**

None.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Treasurer Jackson moved to approve the minutes from the October 8, 2015 meeting as presented. Director Harrington seconded. The motion passed unanimously.

**OLD BUSINESS**

**Update on Smoke Detector Program**

The process of researching pricing and purchasing options for detectors is underway. A flyer has been designed that can be given to citizens when an install is done which explains how they can donate, if they wish to do so. We will do the printing and mailing of the flyers in-house. FAFPD will reimburse the District for these costs. This program is expected to be ready for a full roll-out around the first of year.

Treasurer Jackson moved to spend up to \$50 towards starting the printing of these flyers. Director Harrington seconded. The motion passed unanimously.

### **Update on Helmet Cameras**

The test cameras are currently being reviewed by the Operations Division. Feedback so far has been positive. If they decide to move ahead with purchase once testing is done an official motion will be made to cover the initial payment to purchase. The on-going subscription and maintenance costs for the cameras would be covered by the District.

## **NEW BUSINESS**

### **New Members and Upcoming Elections**

All four new board members were present and introduced to the group. Katie Fisk works in emergency management, assisting victims of the 2013 floods. Sue Steward is the Human Resources Director for Arvada Fire. Tracy Vitale does operations division support for Arvada Fire. Chris Werhane is a former volunteer firefighter from New Mexico who has experience as a fire district board member and with administration in another 501(c)(3).

Election of officers will be held in January. The date will be mutually determined by the members via email and will be announced when it is finalized. This January meeting will be a special meeting (not a regular business meeting) for election of officers only.

### **Distribution of Bylaws**

Treasurer Jackson distributed copies of the FAFPD bylaws to each new member. They are being asked to thoroughly review the information. Any questions or comments can be directed to Treasurer Jackson. A formal review of the bylaws will be conducted in early 2016.

### **Community Resources/Services Guide Funding Request**

A funding request has been received for a risk reduction project. Due to timing the funds to put together and mobilize this program did not make it into the CRR budget for 2016. In depth research has been done to compile information regarding resources and services that are available for citizens who may be in need. The list is extensive and includes (among many more) food and housing assistance information, mental health and counseling resources, transportation and volunteer services, and contact information for entities such as poison control. Brochures would be printed in categories that can be given to citizens who would benefit from the information. These brochures, as well as hard-copy master lists of resources, would be made available and stored on every rig. In order to implement this program they are requesting \$650 to cover the cost of supplies needed.

Treasurer Jackson moved that FAFPD provide up to \$650 to support the mobilization of this project. Director Harrington seconded. The motion passed unanimously.

Treasurer Jackson stated that she will discuss the possibility of a cost-share option with the District.

### **Denver Nuggets Fundraiser – January 23, 2016**

FAFPD's next fundraiser is through ticket sales for the Denver Nuggets game on Saturday, January 23, 2016. \$4 for every ticket sold through our specific link will come back to FAFPD. This is not an Arvada Fire only event. Anyone can use the link to purchase tickets. A flyer with the link for purchasing the discounted tickets to benefit FAFPD has been distributed via email and through social media channels.

### **Selection of Regular Meeting Dates/Times**

Meetings are currently held on the 2<sup>nd</sup> Thursday of every other month at 0800 hrs at Arvada Fire Headquarters. Effort is made to keep meetings to one hour in length. If any members have an issue with this schedule they are being asked to contact Treasurer Jackson.

### **Process for Requests for Funding**

The process for requesting funds from FAFPD is very informal at this point. We are going to streamline this process so that requests can be submitted in a uniform and organized manner, and this process will then be communicated to all District members. Sue Steward has volunteered to put together some ideas to bring back to the next meeting.

### **Agenda Items for Next Regular Meeting**

None.

### **MOTION TO ADJOURN**

Treasurer Jackson moved to adjourn the FAFPD Board meeting. Director Harrington seconded. The motion passed unanimously.

The meeting was adjourned at 8:47 a.m.

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Lacey Jackson, Treasurer