

RECORD OF PROCEEDINGS

Meeting Minutes of the Estes Valley Fire Protection District- Work Session

January 30, 2013 6:30 p.m.

Dannels Fire Station, 901 N. St. Vrain Ave., Estes Park, CO 80517

Board: President Sue Doyleen, Vice President Frank Theis, Treasurer Doug Klink, Mark Igel, Jack Rumley

Staff: Chief Scott Dorman

Also Attending: Firefighter 1st Assistant Chief McCown, late

Absent: None

The following minutes reflect the order of the agenda and not necessarily the chronological sequence of the meeting.

President Sue Doyleen called the meeting to order at 6:30 p.m.

Chief Dorman led the Pledge of Allegiance

President Doyleen performed roll call- all present

PUBLIC COMMENT / BOARD COMMENT

Public comment: None

Board comment: None

OLD BUSINESS

None

NEW BUSINESS

Board members Igel and Klink were concerned that the Town evaluation form was too generic so presented their version of a form based on the Chief's contract. Doyleen expressed regret that the Board had not had time to review this version. Chief Dorman presented a form (CEO Scorecard) with a slightly different rating scale that broke down evaluation into four ranges with numeric ranges within each. In discussion of the proposed CEO evaluation process as presented by Igel and Klink, wordsmithing and further definition of policy was discussed and authors will incorporate comments and forward to Administrative Assistant Landkamer for incorporation in next agenda for adoption.

Theis commented on the 360 Star Review and felt the information was a good piece to the review. Klink also agreed that it was an important 'piece' as defined in the proposed policy. It was suggested that the terms and categories used in the 360 should be consistent throughout the entire review.

Vice President Theis suggested the four categories of the CEO Scorecard be used in the final 'Board Review' of the Chief. All agreed.

As part of the CEO Review Policy it was requested by member Theis that a time schedule be included i.e. Designate a Board Member in December to coordinate the process and schedule all components of the Review in January and February to be completed by the end of February.

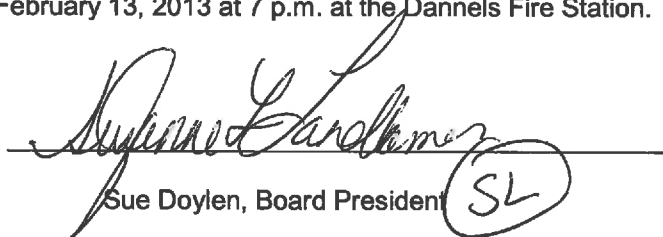
Further discussion ensued that the Board Members would base, in part, their review on the result of the 360 Star Review (or current 360 tool). The Review would be a two step process one w/o Chief to compile results and 1 with the Chief - The Summary Board Review, which would include goals and improvement plan if necessary.

An additional component of the review will be setting 3 goals (community, department and personal).

In summarizing the discussion it was decided that Theis will categorize the questions in a manageable form and distribute prior to next mtg.

Next board meeting scheduled for Wednesday, February 13, 2013 at 7 p.m. at the Dannels Fire Station.

Meeting adjourned at 7:30 p.m.


Sue Doyleen, Board President SL

"The Mission of the Estes Valley Fire Protection District is to provide the citizens of and visitors to the Estes Valley with superior fire prevention, fire protection and emergency services in a safe and efficient manner."

"The Mission of the Board of Directors of the Estes Valley Fire Protection District is to establish policy, goals, strategies and financial leadership that are the foundation for the long-term sustainability of the District."