



Poudre Fire Protection District Board Meeting Minutes: July 8, 2026

Location: Lower Poudre Canyon Community Center, 10234 Poudre Canyon Highway, Bellvue, Colorado

Directors Attendance: Boots Jaffee, Dan Bond, Bette Blinde, and Dave Bliss

Members in Attendance: Chief Hugh Collins, and DeAnn Bond

Call to Order: President Jaffee called the meeting to order @7 p.m.

Reports: Director Blinde moved to accept the minutes as emailed, Dan seconded the motion, all approved unanimously.

Treasurers Report: Director Blinde

July 2026

Income: \$282, 249.16

Expenses: \$85,917.41

Profit/ Loss: \$196,331.75

Vice President Bond moved to accept the treasurer's report, Director Bliss seconded, all approved unanimously.

Unfinished Business

- Poudre Park Lower Canyon Board - LPCA
 - PCFPD offered to assume ownership of the community building and property, covering all major operating expenses while allowing LPCA to continue using the facility for meetings, events, and community activities. LPCA declined the offer.

Vice President Bond moved to respond to LPCA letter, requesting financials and bylaws so PCFPD can come up with an MOU. Director Blinde seconded the motion. All approved unanimously.

New Business:

- Station 2 – Fire Bays and Community Center Housekeeping
 - The Building Manager's responsibilities include general building maintenance and cleaning. The Board noted that the Building Manager should attend select meetings to provide updates on facility maintenance and address any concerns. Several complaints have been received regarding the overall cleanliness and upkeep of the building, including the fire station bays. The most significant concern involves a toilet in the women's restroom that was improperly installed and caulked in 2018. Chief Collins will follow up with Curtis Samples regarding replacement of the toilet.

- Email Communications between Board Members

Per legal counsel's recommendation, PCFPD is required to adopt an email policy consistent with Special District Association (SDA) guidelines. These guidelines promote transparency, preserve public trust, and ensure compliance with public meeting laws.

Emails sent to all Board members may be considered a Board meeting and could require public notice if discussion occurs. Board members should not use email for discussion, debate, or decision-making.

Current SDA-based requirements include:

- Use email only for administrative or informational communications.
- Budget and operational information may be shared by email.
- Avoid deliberation, discussion, or decision-making by email.
- Board members must retain all email records.

PCFPD emails are currently received by Chief Collins and Director Blinde. A recommendation has been made to add an administrative or secretary email account.

All email communications should maintain a professional tone.

Further discussion of the email policy is scheduled for the August Board meeting.

- Financial Audit – Anderson & Whitney

- Director Blinde sent a financial audit draft to all Board members for review and feedback. The auditors included all feedback in the summary. Final signature and paperwork are due July 31, 2026.

- AED

- The Rural Health Transformation Program provides funding over a five-year period to support improvements in rural health systems. Through the Colorado Department of Health Care Policy & Financing (HCPF) and the Centers for Medicare & Medicaid Services (CMS), funding has been made available to support rural and frontier counties in Colorado. To participate in this program, PCFPD would be required to partner with the nonprofit organization Starting Hearts. Under the program, Starting Hearts would provide services to PCFPD through a five-year implementation plan focused on improving emergency response capabilities. Potential benefits of participation include assistance with acquiring Automated External Defibrillators (AEDs), replacing AED pads, providing CPR training, and offering CPR instructor certification training. This program may present an opportunity to obtain additional AEDs for EMT go-bags and district apparatus. Participation would require PCFPD to initially cover eligible expenses, with reimbursement provided by Starting Hearts in accordance with program guidelines. Board members have expressed interest in obtaining additional information and clarification regarding the program requirements, reimbursement process, and long-term commitments. The grant application deadline is at the end of the month. There was discussion about this opportunity. It was decided to decline participation.

- Special District Association Conference
 - SDA conference is in Keystone September 15th – September 17th, at the Keystone Conference Center. There is also a livestream option for those who prefer to participate remotely. Please contact Director Blinde if you are interested in either option.

EMS Report

- Colorado State Conference is the 1st weekend in November; registration opening in August. Great place to get EMT training.

Chief s Report: July-2026

- 16 calls in June.
- Fire restrictions end July 21st. The Forest Service has continued with stage 2 restrictions, so the entire county is under the same umbrella.
- Waiting for Engineer drawings for the water storage tank at Station 2.
- 50-foot hoses were purchased for tools for Station 1 and 2.
- Motor on Squad 3 seized up and we are waiting to see if it's fixable. Might be able to sell for parts.

Station Reports:

- Station 4: See above Chief's report.
- Station 3: Andy Collins was elected, won the primary for Sheriff of Jackson County. He will make sure the fire sign is up prior to moving.
- Station 2: See above Chief's report.
- Station 1: Two trucks were out for the 4th of July & getting responses filled, automated lights in bay scheduled for next month.

CLPFEG:

- Raised roughly \$2300 at Bootsfest; the fliers were helpful.

Adjournment: Vice President Bond moved to adjourn, Director Bliss seconded the motion, all approved unanimously. 7:00 p.m.

Minutes Submitted by Jennifer Collins, Secretary