



Minute Record – Board of Directors – Clifton Fire Protection District
Special Meeting

November 18, 2024

Call to Order, Roll Call, Pledge of Allegiance

The Board of Directors of Clifton Fire Protection District met in a special session on Monday, November 18, 2024, at 3254 F Road, Clifton, Colorado. A Certification of Posting Meeting Notice verifying posting was completed on Friday, November 15, 2024, at 4:43 PM. Vice President Brumback called the meeting to order at 5:31 p.m. and roll call was taken.

Roll Call:

Kent Brumback – Vice President	- Present
Shannon Perez – Secretary/Treasurer	- Present
Robert Thomason	- Virtual Attendance
Brian Woods – President	- Present at 5:47
David Combs – Director	- Present at 5:41

Others present Jennifer Woods, Administrative Assistant, and Fire Chief Brian Cherveney. A list of attendees shall be included as part of the meeting minutes. It was noted for the record that Director Thomason notified Chief Cherveney that he would attend remotely and was unable to attend in person.

Guests

Frank Edwards, Rick Edinger, MissionCIT, Master and Strategic Plan consultants

Public Comment

No public comments were received.

Approve Agenda

Motion by Thomason to approve the agenda as proposed, second by Perez; carried unanimously.

Master and Strategic Plan Workshop

Frank Edwards and Rick Edinger, Mission CIT Master and Strategic plan consultants made introductions to the board and led the group in an exercise to identify the District's Strengths, Weaknesses, Opportunities, and Challenges. Board members provided information in these areas that will be used to develop the District's Master and Strategic

Plan. Strengths included the current Chief, current staff, and Board commitment as well as the addition of new equipment.

Weaknesses were reported to be low daily staffing levels due to budgetary constraints, outdated facilities, vague district boundaries affected by annexation, inadequate training facilities, and the current 911 alerting system.

Opportunities included keeping equipment up to date (new Capital Improvement Plan), community outreach, and future planning regarding annexation and facility improvement.

Challenges were stated to include meeting financial challenges in the face of decreases in funding and, the need for a larger facility to house more equipment and staff.

Frank Edwards discussed the contents of the final reports and summarized the major sections that will be included. The Board expressed the desire for this study to include personalized data that is CFPD-specific and addresses topics such as mutual and automatic aid challenges.

Director Perez made a motion to adjourn, seconded by Combs and carried unanimously.

Adjournment

The meeting was adjourned at 6:15 p.m.

Minutes submitted by: _____

Brian Woods, Board Chairperson

Approved by: _____

Shannon Perez, Board Secretary/Treasurer

Approved by: _____

Kent Brumback, Board Vice Chairperson

Approved by: _____

Robert Thomason, Board Director

Approved by: _____

David Combs, Board Director