

**POLK COUNTY FIRE DISTRICT NO.1**  
**BOARD WORKSHOP SESSION**  
**October 12, 2017**  
**5:30pm – Central Station (Following Brd. Mtg)**

**BOARD MEMBERS:**

President Tom Snair  
Vice President Mike Lippsmeyer  
Secretary Joe Franko  
Director Dennis King  
Director Freeman Stutzman

**STAFF MEMBERS:**

Fire Chief Ben Stange  
DC Mike Mayfield  
Office Admin. Susan Shepard  
Office Assistant Mary Carlson  
**ABSENT:**  
DC Neal Olson

**President Snair** - Opened the Board Workshop at 5:47 pm following dinner.

**President Snair** - Stated that the purpose of this Workshop is for Chief Stange to review the Standard of Cover for Polk County Fire District No.1. President Snair turned the Workshop over to Chief Stange.

**Chief Stange** stated he would be reviewing the nine sections of the Standard of Cover. The sections are as follows:

- 1) PURPOSE
- 2) INTRODUCTION
- 3) MISSION, VISION, VALUES, & PRIORITY PLANS
- 4) RISK ASSESSMENT
- 5) DISTRIBUTION OF RESOURCES
- 6) TIME & ON-SCENE PERFORMANCE
- 7) ON-SCENE OPERATIONS, CRITICAL TASKS, & ESTABLISHING AN EFFECTIVE RESPONSE FORCE
- 8) STANDARD OF COVER GOALS & SERVICE OBJECTIVES
- 9) FINDINGS & RECOMMENDATIONS

A discussion on possible changes to different areas of the Standard of Cover was held between the Board Members.

**President Snair** suggested that the Board Members take this Standard of Cover and review all the information then plan another Workshop right before the next board meeting in November. President Snair stated to have the November Board Meeting start at 5:00pm with the Workshop immediately following.

He stated that an email would go out to everyone about the times.

President Snair adjourned the workshop at 7:54.

Minutes by Mary Carlson