

**POLK COUNTY FIRE DISTRICT NO.1**  
**BOARD WORKSHOP SESSION (following Brd. Mtg.)**  
**November 9, 2017**  
**5:30pm – Central Station**

**BOARD MEMBERS:**

Vice President Mike Lippsmeyer  
Secretary Joe Franko  
Director Dennis King

**ABSENT:**

President Tom Snair  
Director Freeman Stutzman

**STAFF MEMBERS:**

Fire Chief Ben Stange  
DC Neal Olson  
Office Admin. Susan Shepard  
Office Assistant Mary Carlson

**ABSENT:**

DC Mike Mayfield

**Vice President Lippsmeyer** - Opened the Board Workshop at 5:37 pm.

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

**Chief Stange** – Stated he found two items that need edited. The first item is on page 13. He corrected the spelling of characteristics. The second item is on page 46 that read two people on scene to protect exposure within 14 minutes. Chief Stange will change that to read “two personnel on scene for defensive fire attack.”

**Vice President Lippsmeyer** – Asked if Chief Stange would explain what the purpose of the Standard of Cover is.

**Chief Stange** – Stated this document seeks to identify the District’s goals and where they aren’t being met. He also explained how this document aims to find solutions to help the District achieve the goals it lays out. He added it will be a useful tool for the budgeting process and our justification for how and why our dollars are spent.

**Vice President Lippsmeyer** – Asked Chief Stange what he wants to do with this document.

**Chief Stange** – Stated it could be used for bond, levy and budget preparations. He added the Standard of Cover would be updated biannually and would use this document to show progress from previous years.

**Vice President Lippsmeyer** – Asked if Chief Stange thought this document could be used on a month-to-month comparison for hitting the benchmarks set.

**Chief Stange** – State it could.

**Chief Stange** – Asked for any recommendations from the Board. No response.

**Vice President Lippsmeyer** – Asked what the next step is.

**Chief Stange** – Suggested he would like to present a completed draft with the modifications for next month when hopefully a full Board will be present for discussion and a vote to adopt. Board agreed.

**Chief Stange** – Stated that before we close this workshop he would like Stephen Hoem to come up front. Chief presented Stephen with his letter and lifesaving coin as he was on a call during the presentation at the Board Meeting.

**Vice President Lippsmeyer** – Adjourned the workshop at 5:56.  
Minutes by Mary Carlson.