

ACFD1 Board Meeting Minutes

August 19, 2026

Present: Chairperson Matt Burkhart, Secretary Jon Essley, Treasurer James Jackson

1. Meeting called to order at 1743 hrs. (5:43 pm)
2. Executive meeting was held 4:30 to 5:20
3. Approval of agenda
 - a. August 19, 2026, agenda was approved unanimously
4. Regular Board Meeting Minutes approved unanimously
 - a. June 17, 2026, (Delayed) Board Meeting Minutes approved unanimously
 - b. July 15, 2026, Board Meeting Minutes approved unanimously
5. Reports – Outside Agencies/Guests
 - a. Laramie Fire Department – not in attendance
 - b. County Emergency Management Kate Allred discussed:
 - i. SHSP Submissions
 - ii. Ready, Set, Go! Campaign
 - iii. THIRA/SPR
 - iv. Upcoming Training/Events
 - c. LARC - not in attendance
 - i. A question was asked if dispatch was linked with Image Trend
 - ii OPS Chief reported they are not yet linked
 - d. Fire Warden – Warden not in attendance, Sean Davis gave a short report that working with other crews and engines is going well.
6. Reports
 - a. Operations Chief
 - i. Fish Creek Expenses - pay up front then the State will reimburse
 - ii. New tender arriving in August
 - iii. Central's tender - mid September
 - iv. Any injuries occurring during a fire must be reported on the Injury Form and emailed to the OPS Chief, forms are on the ACFD1 website
 - v. Email Chief's Challenge pts to the OPS Chief
 - vi. OPS Chief has a deadline for turning in paperwork for fire pay – two weeks before the next Regular Board Meeting
 - b. Departments

- i. Tie Siding
 - A. 13 firefighters, 1 on reserve, and 2 applicants
 - B. 3 RFPs,
 - C. 5 fires (including mutual aid with Larimer County, CO), several smoke chase calls, 2 fire- medical assists
 - D. Department is fully in service
- ii. Centennial
 - A. Everything but engine 6 now fixed
 - B. Calls - had a couple of smoke chasers, several MVAs and MAs
- iii. Big Laramie
 - A. Membership 15, 1 new associate, couple of people interested
 - B. Working on getting more PPE
 - C. Washer and Dryer has been ordered
 - D. UTV sled has been shipped
 - E. 16 calls in July
 - F. Wyoming Apparatus will rebuild the engine cover seal for Engine 2
 - G. Brush 12 - ABS light
 - H. Fund raiser went well
 - I. Titles
- iv. Central
 - A. 35 active members, and 1 or 2 on dispatch
- v. Vedauwoo
 - A. 103 calls to date
 - B. Membership - 19 active, 5 probation, and 4 recruits
 - C. All engines in service
 - D. Gabriel Fire – truck is fixed and receipt is turned in, should get reimbursement soon
 - E. Discussion on using Laramie County District 10 as mutual aid. OPS Chief instructed VVFD to request LARC to page LCfd10
 - F. Discussion on increasing credit card limit and an additional card. ACDF1 Treasurer will increase card limit to \$5,000
 - G. Inquired about grant reimbursement
 - H. Still need plates for engine 2
- vi. WYCO
 - A. Membership – 19 active, 4 Non firefighters, 1 new
 - B. Michelle Turner is the Department's new treasurer, needing info on how to transfer duties to her name (Board Treasurer has submitted her name to ANB

- C. 1 emergency PA for tires on engine, PA's closed out this month
- D. WYCO 2 dispatched to Colorado twice
- E. No missed calls
- F. All equipment is ready and available
- G. Outstanding issues – recruiting, WYCO 4 and 15 new plates,
- H. Discussion concerning fire pay for firefighters and trucks
- I. WYCO fundraiser on 8-8-2026, was well attended

vii. Wildland Coordinator

- A. Fire Creek went well
- B. Instructions to find Chimney Fire were not good
- C. Everything has been submitted

viii. EMS

- A. The Chairman provided a copy of the latest draft for the Medical Director contract. It was recommended to make clerical corrections, but otherwise, ready for signatures; after signing the following can be completed to re-activate EMS calls:
 - 1.0 provide WyoEMS with a copy of the District's treatment protocols
 - 1.1 request a current insurance certificate from WyoLGLP
 - 1.2 memo outlining scope of practice

7. Financial Report

- a. Treasurer Jackson reported on income, expenditures, balances, bills to be paid and department reimbursements
- b. No questions or discussion, Financial report was approved unanimously
- c. Impact Funds
 - i. Treasurer Jackson reviewed reimbursements, PO purchase contracts, and expected payments to the district.
 - ii. Purchase Approvals and Discussion
 - A. Centennial, emergency purchase for fuel pump & starter for unit 10 PA was ratified unanimously
 - B. Big Laramie, emergency purchase for truck repairs was ratified unanimously
 - C. WYCO, emergency purchase for tires on engine was ratified Unanimously
 - D. Tie Siding, fuel due to Fish Creek fire and was ratified with 2 ayes & 1 abstention
 - E. Tie Siding, truck repairs was ratified with 2 ayes and 1 abstention

8. Action Items – voted on

- a. ACFD1 Medical direction Aligned Providers of WY contract approval

- i. Agreement approved infamously with clerical changes
 - ii. This action item was included in the budget
 - b. Impact Fund Expenditures
 - i. Discussion requests
 - A. Big Laramie: type 3 – non CDL, Approved unanimously
 - B. Big Laramie: command vehicle, Approved unanimously
 - C. WYCO: new command truck approved unanimously with the Board recommending it be purchased with 50% of the cost is from WYCO Associates
 - c. Impact Funds Expenditures: Extra-duty pay – OPS Chief
 - i. None
9. Board Topics for Discussion
- a. Deployment Fighter Agreement
 - i. The agreement will be reposted after some clarifications and updates are made
 - b. Haul Water Program
 - i. Will be included in September 2, 2026, Work Session

***** Through out the meeting there was extensive discussion regarding fire pay. It was recommended by the Board that firefighters be told before deployment their fire pay may take several months to receive. It was also recommended that firefighters call or write to Wyoming's Senators and House of Representative and explain that firefighters are not receiving pay in a timely manner. Due to the serious nature of these discussions, the Fire Pay topic will be added to the September 2, 2026, Work Session.**