

**LA PLATA COUNTY
POSITION DESCRIPTION
VOLUNTEER – FIRE CODE ADOPTION AND REVISION COMMISSION**

Strategic Plan Alignment: Sustainable Development, Thriving Families and Healthy Community

Purpose: To make recommendations to the Board of County Commissioners with respect to the adoption of minimum fire safety standards and act in an advisory capacity to the Board of County Commissioners pursuant to C.R.S. §30-15-401.5

Duties:

- a. Act in an advisory capacity to the Board of County Commissioners, with regard to the County's adoption of ordinances providing for minimum fire safety standards within the unincorporated area of the county;
- b. Review any alleged violations of the Fire Code and recommend qualified alleged violations be referred to the District Attorney's Office for enforcement action;
- c. Make recommendations and determinations regarding uniformity in the application of the Fire Code for the purpose of enforcement within the unincorporated area of the County;
- d. Recommend protocols and rules for both designated fire inspectors and fire marshals and the manner in which inspections are conducted, to be adopted by the Board of County Commissioners.

Full Resolution creating the Fire Code Adoption and Revision Commission can be found in the La Plata County Code: Chapter 2, Article III, Division 11, Section 2-361 through 364.

Qualifications:

1. Members must be residents of the county;
2. Members must at least 18 years of age;
3. Members shall consist of the following:
 - a. Chief of the Los Pinos Fire Protection District (ex officio);
 - b. Chief of the Upper Pine Fire Protection District (ex officio);
 - c. Chief of the Durango Fire and Rescue Authority (ex officio);
 - d. Designee of the Home Builders Association of Southwest Colorado;
 - e. County Building Department Board of Appeals (five members);
 - f. County Building Department Plans Examiner (ex officio);
 - g. A representative of the insurance industry.

Personal Commitments:

1. To attend all meetings of the Fire Code Adoption and Revision Commission unless previously excused by the Chair;
2. To follow the direction and formal guidance of the Board of County Commissioners;
3. To be well informed and prepared to discuss the proposed issues and business at scheduled meetings, including having read all materials relevant to the topic at hand prior to the meetings;
4. To fully participate in meetings of the Fire Code Adoption and Revision Commission;
5. To avoid any conflicts of interest or circumstances which would create a perception of impropriety;
6. To observe local, state and federal laws, particularly open meetings and open records laws;
7. To cooperatively work with and respect the opinions of other Fire Code Adoption and Revision Commission members;
8. To treat all constituents and staff members with honor, dignity and respect;
9. To avoid the acceptance of any gifts or favors related to one's service in this position;
10. To honor and comply with the La Plata County Code of Ethics Policy (attached);

11. To attend at least one Boards and Commissions volunteer orientation during the duration of my appointment.

I understand and agree to abide by these personal commitments and understand that I serve at the pleasure of the La Plata County Board of County Commissioners.

Name: _____ Date: _____

Signature: _____