

**CONFIRE**

STAFF REPORT

DATE: August 25, 2026

FROM: Lindsay Moore, General Counsel
Dan Harker, Administrative Committee Chairperson

TO: CONFIRE Administrative Committee

SUBJECT: Executive Director Contract – Nathan Cooke

Recommendation

Approve the Executive Director Contract with Nathan Cooke, with an effective date of July 25, 2026, and placement at Salary Range E85B for a five-year term.

Background Information

The Administrative Committee established a sub-committee to negotiate the Executive Director Contract with Nathan Cooke. The sub-committee, Chair Chief Harker and Vice Chair Chief Sessler, completed their negotiation with Nathan Cooke. Together with legal counsel, Chiefs Harker and Sessler presented an employment contract to the Administrative Committee in Closed Session during the July 21, 2026, meeting.

As reported out from Closed Session, the Administrative Committee “approved the hiring of Nathan Cooke as the Executive Director, with a July 25, 2026, effective date” and requested that legal counsel make two final revisions to the Executive Director Contract and bring the Executive Director Contract back to the Administrative Committee for approval in Open Session.

The revisions were made as requested by the Administrative Committee and accepted by Nathan Cooke. As such, the recommendation is that the Administrative Committee approve the Executive Director Contract for Nathan Cooke. This updated agreement was also reviewed and approved by the CONFIRE Board of Directors Chairperson, Lynne Kennedy.

Financial Impact

Salary and benefits provided for in the Contract are already included in the 2026/2027 budget.

- Placement at Salary Range E85B, Step 16: \$340,891.20; and

- Other benefits provided pursuant to the Exempt Compensation Plan

Attachments

Executive Director Contract
Exempt Compensation Plan