

FRONT RANGE FIRE RESCUE BOARD OF DIRECTORS MEETING
101 S. Irene Ave., Milliken, CO 80543
ZOOM & In-Person
Tuesday, June 14, 2022 6:00 PM

The Board meeting will be held both virtually and in person; instructions to join the meeting can be received by emailing info@frfr.co. Individuals who wish to make comments regarding items scheduled on the agenda or wish to address the FRFR Board during public comment on items not specifically scheduled on the agenda will use the Q&A option in the Virtual Meeting and a moderator will deliver the comments to the Board, or individuals may send public comment to info@frfr.co prior to the meeting.

Director Rutt calls the FRFR BoDs Meeting to order at 18:00. Those in attendance: Darrin Rutt, Jim Young, Blair Howe, Reid Hobler, and Greg Freehling. Also in attendance are Chief West, Chief Drage, Chief Kronholm, Christine Champlin, BC Werness, and Vanessa Thorpe.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None.

CONSENT AGENDA: Freehling moves to approve the Consent Agenda. Hobler seconds. Roll call: Rutt, yes; Young, yes; Howe, yes; Hobler, yes; and Freehling, yes. Motion passes.

STAFF REPORTS

Administrative/Financial: Christine reports on Financials.

Executive Financial Summary

- General Fund 2022 YTD Revenue is \$3,149,836
- Capital Fund 2022 YTD Revenue is at \$819,040
- Debt Fund 2022 YTD revenue is \$101,954
- Impact Fund 2022 YTD Revenue is \$191,421
- Construction loan balance is \$424,483.62

Included at the end of this report in the Google Folder:

- General Fund YTD
- Other Fund Balances YTD
- Account Balances
- Property Tax Revenue 2022 vs 2021

Human Resource Update: We have just finalized the job offers on 3 new recruits that will begin in August and attend the Fall Academy, bringing us to full staffing. In addition, our new Lieutenant, Nate Aldersea began on June 9th, on A Shift. This month we had one firefighter leave to go back to school. We also have a member deployed on military leave now through the end of November.

Website Accessibility: The State of Colorado has made a commitment to providing accessible websites to our users. All State and Local Governments are required to have their websites completely accessible to the Coloradoans by July 1, 2024.

What does this mean?

- As the minimum standard of accessibility, Colorado has adopted Web Content Accessibility Guidelines 2.1 AA (WCAG 2.1 AA Guidelines, W3C). This includes technology accessibility standards for people using adaptive technology who are low vision, blind, hearing impaired or deaf, and people with cognitive disabilities, seizures or other physical challenges that create limitations. Any Colorado government entity that does not meet OIT's web accessibility standards could be subject to injunctive relief, monetary damages, attorney's fees, or a fine of \$3,500 payable to the plaintiff, who must be someone from the disability community.

What are we doing about it?

- The actual website is managed by a state agency and they will be responsible to make sure they comply to the set up and ease of use, of the website. We however, are responsible for all content we put on the website. Throughout the year we will begin working on making changes to documents and images on the site. In addition, Trish Coberly, who was the initial website designer is assisting us free of charge.

Pancake Breakfast: Our numbers for the Pancake Breakfast are attached behind New Business Item A.:

Life Safety Report: Chief Drage reports.

May Highlights:

- Drage facilitated a 4-day/40-hour course for the Colorado Division of Fire Prevention and Control's Fire Inspector 1 certification. LFRA, WSFR and Frederick-Firestone FPD also provided instructors for the course. This was the first time we have been able to offer this new course since mid-2019. Our very own BC John Davis participated in (and passed) the course. Way to go, John!
- Thanks to all our staff for helping make the 2022 Johnstown BBQ Day a huge success! We also owe a huge thanks to the Roosevelt High School baseball team for volunteering to cook, serve and clean for our first Johnstown pancake breakfast since 2019. Their assistance was absolutely invaluable!
- Zach Rodriguez provided Hands-Only CPR training to seven citizens at a TRPR Health Fair in late May. Neil Ferrell and other staff members provided Hands-Only CPR training to 105 citizens during BBQ Day.
- We interviewed three firms to lead the Station 1 renovation project. More to come on that later in tonight's meeting.
- Drage was honored to participate in a pilot course through the FRFC, entitled Becoming a Firefighter of Character. This was an excellent networking and learning opportunity, and I look forward to seeing it grow in popularity.

Life Safety Programs: Lt Nakata provided Youth Fire-setting Interventions to four juvenile males, stemming from a minor fire incident near the dog park by TRPR in Milliken. He also participated as a live fire instructor for interagency training at LFRA's training facility. He is currently learning the ropes for covering as a Lieutenant on an FRFR engine company.

Plan reviews continued at a brisk pace. Drage states we are starting to see more phased inspections as several projects are moving closer to completion. There are also several new commercial buildings and projects that will be kicking off in the next few weeks. 2901, 2960, Chief West and Drage attended the official ground-breaking ceremony for Buc-ee's on June 7th. It will be exciting to watch this project start to grow!

Lt Nakata completed several fire inspections last month, including several phased inspections of the new sprinkler system in Elwell Elementary School.

Logistics: Lt Covillo participated in the FRFC pilot course on Becoming a Firefighter of Character. He also participated as a live fire instructor on two separate occasions for interagency training at LFRA's training facility. He also completed roll-in scenarios with B-shift.

Drage reports we are still working with LFRA and Berthoud Fire to work towards a collaborative relationship for a logistics center.

Lt Covillo worked with the other Lieutenants to develop and implement a checklist process to improve our ability to maintain adequate inventory of disposable supplies at each fire station.

Apparatus: All front-line apparatus are in service. Loveland Fleet Services has been working with us to identify an operational issue with 2918. A new control module is on order and the issue should be resolved by the end of the month.

Drage states we have not received any new updates about the delivery date for Chief Kronholm's new pickup. It was ordered in Dec 2021 and we anticipate delivery to be in September or October. All its additional equipment has been ordered and is starting to arrive, so it will be ready for installation as soon as the vehicle arrives.

Facilities:

Fire Station 1: Lt Covillo coordinated the CM/GC RFQ process. We received four completed applications, which were reviewed by several FRFR members. Three applicants were selected for interviews, which were held on June 6th. The interview panel consisted of Lt Covillo, Chief West, Director Rutt, Lt Ferrell, and Don Watkins (project architect). There is an attached Timeline in the Google Folder.

Fire Station 2: The landscaping project is nearly complete. Drage states are working with the contractor to address some concerns with the concrete finish and to install benches by the monument sign. Thanks to all of the duty staff for their help in making several office moves to open up an office for Chief Kronholm. Lt Covillo is working with H3 to address a few minor warranty issues.

Fire Station 3: Nothing new to report.

Training Building: Chief West is still working with the school district to assume ownership of the building.

Gateway Building: Once the dust settles on the Station 1 CM/GC selection process, we will re-engage with the project architect to finalize plans for complete the interior work at the Gateway storage building and move this project forward so it can serve as valuable warehousing space beginning early in 2023.

Communications: Drage states we are working on a plan to change how the radios communicate with the new SCBA to improve the efficiencies of both pieces of equipment.

Quartermaster: Drage reports we are meeting with different vendors to seek alternatives from our current suppliers.

Drage provided existing construction, new construction, plan reviews, 2021 Operational Responses, FRFR call volumes by zone, automatic and mutual aid, total responses by apparatus, total incidents per station, total incidents by day of week/hour/NFIRS Category, response performance analysis, and operational responses. All are in the Google Folder.

Fire Chief Report: June was an incredible month of productivity and the start of several exciting projects. As you already know, tonight, we are seeing the fruits of our succession program pay off as we celebrate the promotion of four of our members. John Maxwell tells us that there is no success with a successor.

West states we have adopted this philosophy in all areas of the department, and tonight is a shining example of how we are making it work. We have offered jobs to three new hires starting the FRFC academy in August. We are excited to have these members on board. Ultimately, except for Lieutenant Aldersea, we did not secure any lateral hire firefighters. This is a little disappointing but ultimately gives us a chance to reevaluate how we approach that process. We will be having a meet and greet session with our new members in August, and West will send an invite to the BoDs for that as we get closer. Meanwhile, please pencil on August 19 at 5:30 PM in the early evening to come to meet these new members.

All our battalion chiefs, deputy chiefs, Lieutenant Covillo, and West attended a two-day seminar with Dave Anderson last month. This was a beta test for a course that Anderson, in conjunction with the FRFC, has started to offer. The title is "Becoming a Firefighter of Character." We are evaluating when best to present this material to our members. It may be well suited for entry-level firefighters or officers when they start to lead. Regardless, it was well-received and presented.

Howe asked Chief to explain who Dave Anderson is. West gave the story about it being the firefighter curriculum. West states we will incorporate this training with the FRFR Way to maintain firefighter character.

West reports we held our first session with the James Vincent Group to discuss our Capital expenditure plan. It was very productive, and we are making headway on the project already.

West is looking into purchasing a ladder truck. This is about a 24-month process. West is looking to see if we can afford this and all the things that go into purchasing these types of apparatus. West states this takes a lot of planning. The James Vincent Group will help.

West reports we are collaborating with PGFPD and the rest of the Weld County Fire Districts to evaluate the fire service's total compensation practices and philosophies. Specifically, we are looking at what FRFR and the neighbors do and provide for our firefighters. This is an overdue project and one which will help us recruit and retain in the future, as well as assure that we are taking care of our members as best as possible.

Rutt asked Chief about speaking with Colorado Sweet Gold. West anticipates he will be hearing from him soon. West states the Town Manager has helped make some connections for Station 5.

Lastly, West reports having held our first pancake breakfast in three years. In fact, this was his first in Johnstown since he arrived at FRFR. As Christine reports, attendance was similar to previous years, and our loss in revenue was significantly reduced through our help from the baseball team. West has heard nothing but positive feedback, even with the minor changes we made. Overall, it was a great day and another one where we increased our raving fans. West is looking forward to August!

Highlights:

- West met with members of SMFR to look at their performance management initiatives. We have some exciting opportunities coming in the way of improving our training.

- Weld County Chiefs meeting
- West participated as a bagpiper for the Evans fire chief promotional ceremony and the FRFC graduation. Additionally, West was the keynote speaker for the FRFC academy graduation and the Aims Community College graduation.
- West had an excellent time away in California for a family wedding last month and will be taking some additional vacation time at the end of this month.

OLD BUSINESS

CMG Contract: At our April 11, 2022, the FRFR Board of Directors approved Resolution 2022-03 to authorize an RFQ process to research, recruit, screen and hire a qualified Construction Management/General Contractor (CM-GC) for the Fire Station #1 remodel. Staff have completed that process and have identified the best company to help us complete this project.

The public notice of RFQ was published in the Johnstown Breeze on April 21, 2022. The deadline for submitting completed application packets was May 10, 2022. We received applications from four qualified vendors. Staff reviewed all applications and identified a rank order. The top three applicant companies were invited to an interview/presentation process on June 6, 2022.

The FRFR interview committee consisted of Lt Covillo, Chief West, Director Rutt, Lt Ferrell, and Don Watkins (project architect). Companies interviewed included FCI, Willmeng, and GTC. All three companies have extensive experience at constructing and/or remodeling fire stations. All three companies made excellent presentations and gave the reviewers plenty to think about before making a final decision.

Drage stated this was a very robust interview process. Golden Triangle entity is who we want to move forward with. GTC has built 70 firehouses in the Colorado area. GTC is building LFRA Station 10 and making great progress. Station 10 is the same footprint on what our Stations 4 and 5 will be.

The FRFR interview committee has selected Golden Triangle Construction (GTC) as the best fit to work with FRFR staff and our architect/design team to move forward with the Fire Station #1 remodel project. Staff is seeking approval from the Board of Directors to enter into a contract with GTC to serve as the CM-GC for the project. The contract has been submitted to FRFR legal counsel for review and approval.

Financial Or Economic Impacts: Preliminary cost estimates for the complete Fire Station #1 remodel project are approximately \$6 million.

Young moves to make a motion to approve the contract with Golden Triangle Construction and direct the Chair and Secretary to sign after it has been approved by FRFR legal counsel. Howe seconds. Roll call: Rutt, yes; Young, yes; Howe, yes; Habler, yes; and Freehling, yes. Motion passes.

Young asks the timeline. Drage states 7-8 months. West states the most it could take is 9 months to complete. Even with the supply chain, West states GTC feels confident. West states they will order elevators, generators, etc., things that could possibly take longer to get early.

NEW BUSINESS

Fundraising Check: Christine states on June 4, 2022, we had the Roosevelt Baseball Team volunteer to cook and serve all of the food for the Pancake Breakfast. The crew showed up at 4:00 AM and worked hard until 9:00 AM. Their coaches stayed with them and even pitched in to help. They will also be helping out in Milliken on August 13, 2022 for the Beef N Bean Day Pancake Breakfast.

Since we have transitioned to a full-time career fire department the cost of supplying labor for the pancake breakfast has been a big factor in our overall expenses.

We reduced our labor costs for the pancake breakfast significantly, because of the help from the volunteer baseball team. In addition, we expect to reduce the labor costs for the pancake breakfast in August, using the same volunteers.

Staff would like to send a donation to the Roosevelt Baseball team for \$500.

Hobler moves to approve sending a donation of \$500, from our pancake revenue to Roosevelt Baseball Team. Howe seconds. Roll call: Rutt, yes; Young, yes; Howe, yes; Hobler, yes; and Freehling, yes. Motion passes.

BOARD REPORTS: Director Rutts praises Staff for doing such a great job.

CORRESPONDENCE: In the Google Folder. The BoDs congratulate Chief Drage on Safety Public Excellence. West states FRFR has to renew every 3 years.

Young states the community gave high compliments to Chief West as the Community's Fire Chief.

Howe would like to invite everyone to Jerry Kilgore's 90th Birthday Celebration.

ADJOURNMENT: Rutt moves to adjourn at 18:40. Seconded. Meeting adjourned at 18:40.