

FRONT RANGE FIRE RESCUE
BOARD OF DIRECTORS MEETING
Wednesday, July 19, 2019 @ 18:00
101 S. Irene Avenue, Milliken, CO 80543

Director Rutt called the BoDs Meeting to order at 18:03. Roll call: Darrin Rutt, Reid Hobler, Greg Freehling, Blair Howe, and Jim Young. Also, in attendance are Chief West, Chief Covillo, Chief Drage, Christine Champlin, Cindy Heesemann, and Vanessa Thorpe. Guests in attendance include Christine McLeod from Haynie and Company, as well as John Chmil, Legal.

PLEDGE OF ALLEGIANCE

GUEST/PUBLIC COMMENT: WSFR Presentation to FRFR: Chief Covillo introduces Chief Kazian and Chief Blackwill from WSFR for a brief presentation. Chief Kazian states that FRFR provided mutual aide on April 16, 2019 starting around 14:20 for a trench rescue. Tragically, there were two fatalities. Chief Kazian reported that everyone involved worked very hard digging by hands and buckets, approximately 10 cubic yards of dirt fell in on the two victims. Chief Kazian appreciates the hard work, support, and help. He would like to say thank you to the crew that was on-scene and presented a plaque of all the responders for that day and evening. Captain Doyon and his crew accepted the plaque. Christine took photos.

APPROVAL OF MINUTES: Hobler moves to approve the June 12, 2019 minutes. Young seconds. Roll call: All “aye.” Motion passes.

APPROVAL/ADDITIONS/MODIFICATIONS TO AGENDA: Hobler moves to approve the agenda as read. Howe seconds. Roll call: All “aye.” Motion passes.

AUDIT PRESENTATION: Christine McLeod with Haynie and Company presented a Draft Issue of the Audit. Christine reports no real problems and thanks Christine and Cindy for their help. Christine explains that they do a risk base audit. All assets are conveyed and there was an increase in revenue. Christine gave an overview of the Draft report and explained it. Report to governance resulting from the financial statement audit, 12/31/18. She went through the Pension Reports and stated that MFPDs will change.

Howe asks Christine regarding the pension – do they agree with the actuarial study being funded at 60%. Christine states she cannot speak to their complicated calculations. She does state that everyone would like it to be 100%, but she does not know of anyone coming up to this mark. She does states that it will change within this next year. Christine states they will need approval by the July 31st deadline. Christine thanks FRFR for our time and consideration.

Hobler moves to approve the audit for the FRFR District subject to any final changes by the auditors. Young seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

Hobler moves to accept the MFPD Audit subject to any final changes by the auditors. Young seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

Hobler moves to accept the FRFR Authority Audit subject to any final changes by the auditors. Young seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

PUBLIC HEARING – J-25 PETITION FOR INCLUSION: Rutt opens up Public Hearing for any comment on the J-25 Petition for Inclusion at 18:20. No public in attendance to provide comment. Rutt closes the Public Hearing at 18:21 after no public to provide comment.

Rutt entertains a motion for the Petition for Inclusion by J-25.

Freehling petitions a motion for Inclusion for J-25. Howe seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

John Chmil states now that the BoDs have taken action, the petition will be filed in court. It will take a court order, which formally get recorded at the assessor’s office. The assessment will redraw the liens. There will be a delay, approximate one-year lag, effective once they get both court order and it will be part of the FRFR District. Chmil will update when court orders are approved.

Hobler asked if they have heard anything from Loveland Rural. Chmil has not heard any updates after they received the initial petition for inclusion.

EXECUTIVE SESSION: Howe moves that the BoDs enter into an Executive Session for the purposes of discussing a personnel matter related to retiring Fire Chief Ron Bateman pursuant to Section 24-6-402(4)(f). C.R.S. at 18:26. Hobler seconds. Roll call: All “aye.” Motion passes.

The Board came out of Executive Session at 19:12.

In recognition of Chief Bateman's last month of service, Director Howe moves to award Chief Bateman a monetary service award not to exceed \$10,000, and to thank him for his amazing work. Freehling seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

John Chmil, Legal, exits at 19:16.

CONSENT AGENDA:

Bills: Christine states the bills are in the Google Folder.

Hobler moves to pay the bills. Freehling seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

STAFF REPORTS:

ADMINISTRATION:

Treasurer's Report / Financial Report

- June Bills are posted in the Board June Financial folder
- YTD Numbers are posted in the Board June Financial folder

June:

Change Of Command Ceremony Conducted June 28th: Thanks to the many department personnel that assisted in our first change of command. We also had UCH and Chief Stumpf (BFPD) assist with the honor guard and bagpipes. Press Release was issued and picked up by Johnstown Breeze-Article is in the July Correspondence folder.

Audit Presentation 2018: Audit is ready for Board Approval. This was done prior.

Pancake Breakfast June 1: Numbers were shared last month. We are now getting ready for Beef N Bean Pancake Breakfast on August 10th. •

New Health Benefit For FT Members: July 1, we have a new benefit for members that receive our health insurance. HealthiestYou has now added a Behavioral Health component. We currently offer Healthiest You for free virtual doctor visits. This is virtual mental health care. However, there is a fee charged between \$85-\$200 per session. Although they can request a receipt and send it to United with a claim form to get reimbursed or have it count towards their deductible.

FEMA Safer Grant: Christine has taken over the SAFER grant reporting from Chief Bateman and have filed both the quarterly and semi-annual reports.

LIFE SAFETY:

Code Adoption Process

Town of Milliken: The Town Board had a work session on June 12th. Drage attended a public meeting on June 27th. There were no issues or concerns from our proposed amendments. The Town's intent is to have the 2018 codes in place by the beginning of 2020.

Town of Johnstown: The Town's second public meeting on the 2018 code adoption process was on June 17th. Only 4 contractors attended, but we had very good discussion. The Town is still intending to not require residential sprinklers; however, Drage convinced them to keep that section in the code, but to change "shall" to "may" so that it may spur a thought to consider them. Drage does not yet know when they are being presented to Town Council again. The Town's intent is to have the 2018 codes in place by September 1st.

Weld County: Our Consent to Enforce request was approved by the County Commissioners on June 12th.

Special Reviews

Kerr-McGee Johnstown Compressor Station: The project was rejected by the Board of County Commissioners on June 19th.

TNT Fireworks Sales Stand: This stand completed their final inspection on Monday, June 24th and will be open until midnight on July 4th. This is the only fireworks sales stand that is permitted within our district.

Building Plan Reviews

Johnstown Community YMCA: Structural steel is going in to create floors, walls, and roof structures.

Nature's Herbs: The concrete forms are off and the heavy timber structure is beginning to go in. Fire alarm permit has been issued. Fire sprinkler permit has been reviewed and a few corrections are being made by the contractor.

Wilson Horse Arena: The building is nearing completion, with lots of interior work taking place right now.

Red Barn Liquor: Building permit submittal has been approved and a permit issued. The building permit from the Town is still pending, but Drage would anticipate work beginning this summer.

Huwa Building (39 S. Parish): Construction has begun on a new office space on the 1st floor, south end. Once finished, this building will finally see 100% occupancy!

Windsor Severance Fire Rescue Station 1: Drage was asked to review plans for modifications to the dry sprinkler system at WSFR Station 1. Completed, with a few items noted for their attention.

Development Reviews

Johnstown Farms 3rd Filing: The bridge on the emergency access road was evaluated and approved by an engineer, with some very minor work required. Drage requested documentation that the work was completed.

Mountain View Townhomes: This is a proposed new development of 23 townhome units at the east end of the YMCA development site, in a very narrow lot. The preliminary plan was approved by FRFR and the Town, so we should see a site plan submittal this summer.

Sunfield: Site development continues on this new 100-acre development of approx. 269 single family homes in the SE corner of Alice and Inez.

Brookstone: The townhome development on the south side of Highway 60, east of Alice Ave continues to grow. The current phase will add 132 new townhomes.

Impact Fees

Chief Bateman and Drage were not able to meet with the Milliken Town Administrator to discuss updating our IGA and another IGA to allow us to collect impact fees. Drage did provide the Town with some info on impact fees at the June 27th codes meeting.

Fire Inspection And Code Enforcement Kurt completed 22 inspections last month. He worked with Chad Raabe, a project manager with Front Range Fire Protection (sprinkler contractor) to provide fire sprinkler and alarm training for all operations personnel. He used a training prop that is owned by WSFR for the training. He is now going to be working with Chad to design and install a similar (but better) training prop in the south end of Station 1. FRFP will be donating all of the materials and labor for this project. He is teaching a non-destructive forcible entry class for all operations personnel later in July.

The policies implementing the hazardous materials permit administration program were approved by Chief Bateman early last month. This new program will help improve public safety through increased awareness and monitoring of the hazardous materials throughout the district. Permit fees will be earmarked for hazmat program improvements, but all fees will be waived for the first year to build support and improve compliance. The program will officially launch on July 1st, but Kurt has been educating the effected businesses about it for several months now.

Community Outreach

Citizens Advisory Group: The members of the CAG are brainstorming ideas to increase our outreach efforts and to try to attract more community volunteers. They are also helping to identify State teaching standards so we can try to correlate with them and increase our presence in the schools.

Car Seat Program: Car seat appointments remained static compared to last month, with 4 completed. Crews also provided BP checks at each senior center last month.

Youth Firesetter Intervention: A citizen walked into Station 2 on July 5th and requested an intervention for his 5-year-old son. Kurt and Drage were able to complete the intervention that afternoon.

Emergency Management

Drage has completed a rough draft of a basic Emergency Operations Plan for our entire response area. Drage will be reaching out to both Towns later this month to try to schedule a time to sit down together and review/discuss it.

Weld County MAC Group: No meetings since May.

Front Range Emergency Resources Co-op – No meetings since April.

Rock & Rail Facility: On June 13th, Chiefs Covillo, Kronholm, and I, along with 2901 personnel toured the facility to evaluate the different hazards. Chief Kronholm will be working on plans for specialized training to better prepare our personnel to respond to potential emergencies on site.

OPERATIONS:

Apparatus, Equipment, and Facilities:

Apparatus: We are still working diligently on obtaining getting vehicles and apparatus retitled and or title. Covillo will be going back to the County next Monday for the next round.

As Covillo is putting this report together, Covillo has not heard if the chassis has been delivered to SVI. Covillo hopes to be able to share some news by the time we meet on Wednesday.

Covillo is still working on the cost recovery from Front Range Fire Apparatus. Much like everything else, the process is taking time. Covillo received an email from Duane this week, and he has escalated our case up to the Regional VP. Covillo is hopeful that he will hear some good news this week.

Facilities: We are pressing forward with getting the remodel started. Covillo is meeting with H3 on Wednesday, July 10th. The final drawing has been completed and is at the Town of Milliken for review.

We have the Tree Guy doing some work on the plant material here at Station 2. You may notice in a week or so that the trees will be trimmed up and the dead one out front of the station has been removed.

Staffing: We continue to seek out potential Reserve candidates. Chief Kronholm has 5 applicants, and we will look at meeting with them this month.

Operations/Training:

Operations: Our call volume continues to decline. Fewer calls mean that our customers are safe and healthy. In turn, our members can spend time on training and projects. Covillo has put these monthly and year to date reports in the Operations folder. If you have any questions, please do not hesitate to reach out.

On Sunday evening just before 8 pm, A Shift responded to a structure fire in Milliken. The crew did an excellent job of keeping the fire contained to the attic. The living space of the home received minimal damage. The effective and efficient tactics deployed extinguished the fire in less than 20 minutes. We have a terrific group of folks who do their job very well. Covillo is super proud of each one of our members.

Board Action Item: FRFR and Mountain View FPD have been collaborating on the evolution of an Automatic Aid IGA. We have submitted an IGA for review and approval by MVFPD Board last month. They have approved and signed the document. We are presenting the agreement to the BoDs for review. Covillo states this IGA pertains to structure fires- a little more robust compared to what we have had with other IGAs, ground cover fires, traffic accidents, explosions, etc.

Howe moves to approve the IGA with Mount View as described. Hobler seconds. Roll call: Rutt, yes; Hobler, yes; Howe, yes; Freehling, yes; and Young, yes. Motion passes.

Training: Not a significant amount of exciting news on the training front. We will be visiting the Aim's Xplorer academy in a few weeks. The program is to introduce young people to the fire service. We are excited to spend lunch with them.

Young asks Covillo if we have a chassis yet. Covillo states not yet.

Hobler asks about IGAs with the Town of Milliken/Johnstown and if we need to attend the meetings. Drage states we need to get our new Chief West in front of the Town of Milliken Board and get them acquainted. West suggests that we hold off right now and allow himself to take that olive branch on his. West graciously thanks Hobler.

Covillo reports FRFR had a structure fire Sunday night. The best answer of cause is a lightning strike in this area. The fire was contained to the attic – they will have to replace the roof. There was a little bit of smoke and fire damage but contents were okay. Drage states our crews did a phenomenal job. We used 387,000 gallons of water. Rutt extends his thanks to the crews.

FIRE CHIEF:

Executive Summary: Report of activities and progress by the Fire Chief.

Background: Starting 7/1, Chief West began his tenure as the Fire Chief for Front Range Fire Rescue. West reports these last ten days have been filled with meetings, phone calls, and e-mails as he navigates the landscape of my new organization. In his brief time here, West has:

- Held two executive staff meetings
- Held one command staff meeting

- Produced two video classes/webcasts for the department explaining his values and beliefs as well as sharing training concepts
- Scheduled one officer meeting for the end of the July
- Established routine and ongoing monthly meetings for officers and BCs to be held in the future.
- Ordered uniforms
- Was issued PPE
- Received training on our operational communications systems and added appropriate software and app access for the programs we use.
- Have planned meetings with the county chief's association, town councils, the bank
- Received a tour of the district and been briefed on upcoming construction projects

These interactions and discussions are yielding a great deal of information and helping me to learn about the great systems in place and are helping to me start to identify areas that West can further develop FRFR to meet our customers' needs and support our members. West appreciates everyone's patience as he works through these early stages of his learning and will provide a more comprehensive report and associated action items in our August meeting.

Associated Strategic Goals: Our members will be healthier, wiser, freer, more autonomous, and more likely to be servant leaders themselves.

- In order to be understood, culture must be discussed openly at every level of the organization. (P.33 of our 2019 plan).

Financial or Economic Impacts: None.

Recommendation and Action Proposed: None.

Chief West would like to add on the report of the fire. Chief reports that from his perspective during the four business days he had been here during the time of the structure fire - with eight personnel on scene as well as mutual aid personnel – they did a fantastic job. Their work made West very proud and knowing they are on duty and have their stuff together. He states he can sleep well at night. He commends *Hats Off* to everyone on the fire.

From his time with FRFR the last seven business days, he feels he has been drinking from a fire hose. He has met with all of staff. He will meet with neighboring fire departments/chiefs over the next several of weeks to get to know all of the players and build relationships with them. He appreciates everyone's patience and confidence in him in this role. He loves his job. Chief West thanks everyone for their vote of confidence.

OLD BUSINESS: None.

NEW BUSINESS: None.

BOARD REPORTS/ACTION: There are Town Council Meetings July 15 and 24th. The BoDs asked Chief West to introduce himself to the Town Councils. Director Rutt plans on attending and asks other BoDs to join him.

Rutt asks if someone can let the Town Councils know that FRFR will be attending to introduce Chief West and to please put us on their agenda.

CORRESPONDENCE: None.

ADJOURNMENT: Howe moves to adjourn at 19:35. Hobler seconds. Roll call: All "aye." Meeting adjourned at 19:35.

Financial or economic impacts: None

Recommendation and action proposed: None

Additional information: None