

Boulder Fire Department
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Longmont Fire Department



Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Poudre Fire Authority
Windsor-Severance Fire Rescue

**FRFC Board of Directors
February 8, 2023, 10:00AM
At Mountain View Fire - Administration
3561 Stagecoach Rd. N, Longmont, CO 80504**

1. **Call To Order:** Meeting called to order at 10:01am by FRFC President Chief Kris Kazian

2. **Director Roll Call and Attendance: Board Members Present:** Chief Kris Kazian (Windsor), Chief Brian Kuznik (Greeley), Chief Tim Sendelbach (Loveland), Chief Michael West (Front Range), Chief Mike Calderazzo (Boulder), Chief Derek Bergsten (Poudre), Chief Dan Higgins (Longmont), Chief Dave Beebe (Mountain View), Chief Jim Klug (Platte Valley)

Also Present: Chief Eric Klaas (Loveland), Chief Greg Ward (Loveland), Chief Tyson Barela (Poudre), Lieutenant Ricky Summer (Loveland), Lieutenant Stew Visser (Longmont), Kalen Myers (Special Projects Manager (Greeley), Sara Simonton (JVG), Cherie Kozak (FRFC Admin), Dr. Jacob Mota (Texas Tech University), Mike Conner (Front Line Mobile Health)

3. **Approval or Changes to the Agenda:** No changes to the presented agenda.

*Motion to approve the agenda as presented - Chief Michael West (Front Range Fire Rescue)
seconded - Chief Dan Higgins (Longmont Fire Rescue Authority)
All Approved – Motion Carried*

4. **Call to the Public:** None present in person, and none present online.

5. **Consent Agenda: Discussion/Possible Action:**
 - a. **Review and Consider Approval of November 9, 2022, Regular Meeting (Consent Agenda)**
 - b. **Review and Consider Approval of December 15, 2022, Special Meeting (Consent Agenda)**
 - c. **Adjustment to LFRA Administrative Support Specialist Leased Resource Rate: (Attached Exhibit) (Consent Agenda)**
 - d. **Resolution 2023-01: Review and Approval of the Regular Board of Directors Meeting Schedule for Calendar Year 2023 (Consent Agenda)**

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e. Approval of Property & Casualty Insurance (Consent Agenda)

*Motion to approve the Consent Agenda as presented - Chief Derek Bergsten, (Poudre Fire Authority)
seconded - Chief Dave Beebe (Mountain View Fire Rescue)
All Approved – Motion Carries*

6. Finance Report:

a. Discussion/Possible Action: Monthly Financial Report – JVG (James Vincent Group)

Sara Simonton shared that JVG will be sending out the current financial statements to the board once they have the January statement/charges reconciled.

Sara stated that revenue for January is \$107,600.00 and is driven by membership revenue of \$10,000.00 for 9 agencies.

Professional Development class came to \$7,600.00.

Sara said that there were two large January expenses. One for the spring recruit clothing for \$6,000.00 and iPads for Academy.

Sara shared that JVG is working on a purchasing policy so last-minute approvals aren't required to reconcile larger purchases. Additionally, there may be an audit this year, and they would like to have the "purchasing policy" approved and in place to cover expenses and account for them if audited.

Sara said that based on what they are expecting from the current financial position, the FRFC financial year will end around \$346,000.00.

Chief Sendelbach asked for clarification on the overage for the Recruit Clothing, and Chief Kazian shared that it was based on 50 Recruits for the year and there are 35 Recruits for the spring academy alone.

*Motion to approve the Financials - Chief Tim Sendelbach, (Loveland Fire Rescue Authority)
seconded - Chief Jim Klug (Platte Valley Fire Protection)
All Approved – Motion Carried*

b. Resolution 2023-02 Audit Exemption: Prepared by JVG

Sara Simonton shared that the Colorado Statute states, if the FRFC does not make \$550,000.00 of revenue per year, JVG can file an exemption from being audited.

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Audit Exemption File was brought to the Board for signature. Once signed, JVG will submit it to the state of Colorado.

Motion to approve Resolution 2023-02 for the Audit Exemption - Chief Michael West (Front Range Fire Rescue)

seconded - Chief Dan Higgins (Longmont Fire Department)

All Approved – Motion Carried

7. Old Business:

a. **FRFC 2023-1**

i. Discussion/Possible Action: 2023-1 Academy Update and Needs

Chief Eric Klaas gave the Academy update. He shared that he has met with the Academy instructors regarding lesson plans for each module and for Board directed Academy changes. The changes include running the 4 10's schedule with Wednesday off and setting a hard start / hard stop time to keep the academy to 10 hours per day.

He said this Academy of 35 recruits required the training to follow 3 models for instructional delivery:

- 1.) Single Topic Modules: The whole academy will stay together that day for all 35 recruits.
- 2.) 3 Days or Less Modules: Two modules will run concurrently in different locations, so the academy will be split in two. Once the modules are completed, the two halves will flip flop.
- 3.) 5 Days or Longer Modules: They will split the academy into two groups and run the module simultaneously, same topic with 2 separate locations. Chief Klass shared that it is hard to get instructors for 2 weeks in a row, and he would like to minimize the need to back fill positions by taking the instructors offline for too long.

Chief Klaas said Lieutenant Stew Visser is developing the Questionmark tests, so the questions correspond with the modules practical training. He also acknowledged that Carrissa from Poudre Fire entered all test questions in previous academies, so a large part of the work was already done, but now Cherie is going to help with deploying the written tests for the FRFC.

1. **Purchases for FRFC 2023-1 (Testing iPads and Needed Equipment)**

Chief Klaas said the budget allowed for \$20,000 for Major Academy Purchases, but the bulk of that was allocated to purchase iPads and cases for the Academy recruit testing at a total of \$17,000. He shared that they have 35 iPads for this academy and Chief Kazian suggested revisiting the quantity of iPads if more are needed for next academy.

2. **Additional purchase of items for FRFC Academy**

None Noted

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3. Donation of Radios, Batteries, and Chargers- Platte Valley Fire District

Chief Klaas requested direction from the Board as there was a donation of radios from Platte Valley, but they are the 2500 Model, which Motorola isn't making new batteries for anymore.

He shared that currently the FRFC has 42 radios in the 5000 Model and not all of them are operational. He asked if the Board would prefer to transition from the 5000 to the 7000 model and phase them out or purchase all new 7000 models. Chief Kazian asked what the life span is for the radios and Chief Klaas estimates that the FRFC will get 10 years out of the 7000 series.

Chief Sendelbach asked if there is a common vendor for the Radios. The FRFC is currently working with Bearcom. He said he would like to contact Motorola for a price break on the radios, and he asked Chief Klaas to set up a meeting with Mark Lyons (LFRA) to discuss the radio needs. Chief Klaas said there would be a cost of \$7,500 for the 42 Radios and they would need the batteries and the mics so that will be an additional \$2,800.

Chief Kazian said he supports the idea of considering \$10,000 for the radios to get 42 radios which would have a lifespan.

Motion to approve the purchase of radios with the stipulation that it does not exceed \$11,000 and that Bearcom is contacted to see if there is a bulk discount - Chief Dave Beebe (Mountain View Fire Rescue)

seconded - Chief Michael Calderazzo (Boulder Fire Rescue)

All Approved – Motion Carried

ii. Discussion/Possible Action: Consideration of Purchase of 3 Gear Drying Racks

Chief Sendelbach said the Gear Racks are transferable so they can be transported with the FRFC Academy as needed. He said the Academy is working hard to emphasizing the practice of good cancer and infection prevention and he believes that a part of that is keeping the recruits contaminated and damp gear out of their cars.

Chief Klaas said they don't have a lot of time between days to dry their gear, so the drying racks would be good to help manage and mitigate the sweat and moisture from live burns. He also shared that there are eight racks within each dryer. Chief Kazian supports the idea of the purchase to instill good cancer prevention.

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Chief Sendelbach said he is writing for a grant for mobile props, and they could make it regional if they submit the data. Chief Kazian said that FRFC could write a letter of support to accompany the grant request and he asked Chief Calderazzo to see if there is an option for the South venue to do a shared purchase agreement.

Motion to approve the purchase of 4 Gear Drying Racks that are mobile (2 North & 2 South) for the Academy - Chief Tim Sendelbach (Loveland Fire Rescue Authority) seconded – Chief Dave Beebe (Mountain View Fire Rescue) Chief Derek Bergsten (Poudre Fire Authority) voted no. All others approved - Motion Carried

iii. **Discussion/Possible Action: Participation in Texas Tech University Study**

Chief Kazian introduced Mike Connor from Front Line Mobile Health and Dr. Jacob Mota from Texas Tech University, and said he is supportive of the FRFC being a part of the Texas Tech research on physical fitness in the Academy. He included that the only stipulation that he has is that he doesn't want it taking too much time from Academy and does not want it to be a burden to the Cadre and Instructors.

Mike Conner – Front Line Mobile Health:

Mike Conner said he is collaborating with Dr. Jacob Mota on some studies regarding firefighter health. He said Front Line's goal is to help drive policy change in the fire service industry through evidence-based medicine and research. He included that they are looking to identify specific cause relations with injuries, longevity, and kinesiology and what will help build success.

Mike said the study will include evaluating people coming from a structured, 40-hour work environment and moving into the physical work environment with shift work. He would like to look at the health metrics from a medical point of view and combine that with Dr. Mota's physiologic performance and injury rate information.

Dr. Jacob Mota - Texas Tech University:

Dr. Jacob Mota shared that his research is focused on neuromuscular function and how it relates to chronic underlying health conditions, as well as injury risk factors within the Firefighter and Police professions.

He said his study is focused on blending the health care world with the physiology world, and his team is looking at the effectiveness of the firefighter academies. Dr. Mota said that so far, they have data that shows that some things improve during academy such as body composition and air load capacity, but muscular strength was shown not to increase and in some cases decreased in a firefighter academy. His

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concern is that the decrease in strength may increase the injury risk that the occupational athletes might be exposed to.

Dr. Mota is looking for a better understanding of how the Fire Academy works and wants to be more observational. He stated that he does not want to be any burden on the Cadre and instructors and their proposal is in 2 general phases.

Phase 1: The opportunity to work together. There is a short survey in the Pre-Academy, Mid-Academy and Post-Academy within the direction of workload monitoring. Dr. Mota also requested any of the data that the FRFC may have to fill in with the study.

Phase 2: They will collect data when it's convenient for the Academy. They will work in a small team to gather the data.

Questions & Concerns:

Chief Higgins asked if they were going to continue their research from post-academy onward and do follow up down the line. Chief Higgins would like to have the information followed further into the future.

Chief Kazian asked how to get things moving forward as everyone agreed to participate in the study.

Chief Sendelbach wanted to know if their study would be interested in the FRFC as a potential grant applicant. They would pursue the grant and the FRFC would be the test subjects and Mike Connor and Dr. Mota were very interested in the concept of a grant. Mike said they have a couple of grants they are working on in the next 6 months, both regional and federal.

Mike Connor said he wants to know the sweet spot for stress adaptation before injuries occur along with the question of the metric that informs success in relation to the physical ability tests that are required for a firefighter. He added that the information would be de-identified and would be aggregated for research and that UC Health participants would have to sign a release of information form for information access.

Dr. Mota said that on the academic research level, they would just need to obtain university approval from the Board, and he would like a contact person to work out the logistics with. He also said they would have a HIPPA compliant survey to fill out and that would only take about 20 minutes.

Chief Higgins asked if injuries are tracked as well, and Dr. Mota said that is something they would like to do if the Recruits want to participate.

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Mike Conner is willing to come in to talk to the class in person and share the benefits of the research. Chief Kazian said he would send an email to link himself, Mike Conner, Dr. Mota, and Chief Klaas together to get things moving.

Motion to participate with Texas Tech University and the Academy - Chief Dan Higgins (Longmont Fire Rescue)

seconded - Chief Tim Sendelbach (Loveland Fire Rescue Authority)

All Approved – Motion Carried

b. Envision Leadership

Discussion: Leadership Journey Update

Chief Kazian said it is going well and the second semester (Firefighter of Character) is being worked on with Chief Ward and they are deciding if it will be the second part of the class or if it will be a standalone class. Chief Chris Mirowski is working on the class composition and set up.

Chief Sendelbach asked about having an overview of the class for the Board. He feels it is important to have the upper-level classes evaluated just as they have done with the Recruit Academy. He is interested in looking at the curriculum to see if they could possibly offer the course for college credit. Chief Kazian said he would be able to do that and requested the help of Chief Ward to oversee the development of that.

8. New Business:

a. Discussion/Possible Action: Wellington Fire Department Withdrawal from FRFC

Chief Kazian said Wellington Fire Department provided a letter to the Board that they would like to resign from the FRFC, and per the bylaws the letter had to be in by January 15th, and it was. They said they would like to be back in the future, but due to finances, Wellington had to resign.

Motion to accept Wellington's letter of resignation from the FRFC membership - Chief Derek Bergsten (Poudre Fire Authority)

seconded – Chief Dave Beebe (Mountain View Fire Rescue)

All Approved – Motion Carried

b. Discussion/Possible Action: Review and Approval of Boulder Rural's Request to Join the Front Range Fire Consortium.

Chief Kazian said Boulder Rural submitted a request of interest to join the FRFC and that he and Chief Greg Schwab of Boulder Rural discussed that they may want to have their recruit in this academy but hold on joining. He said they can see if they like it, and the dues paid for non-established members could go toward his \$10,000 membership fee.

Chief Beebe said his agency works with Boulder Rural daily and he feels it would be beneficial to have their people have the same training as their agency.

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Chief Sendelbach had a conversation with Chief Schwab, and he encouraged him to hold on joining the membership. He doesn't feel that his penalty should go toward his membership. He also said that he wants the smaller agencies in, but not to have a large fee for joining the Academy.

Motion to accept Boulder Rural as an establishing member of the Front Range Fire Consortium organization - Chief Jim Klug (Platte Valley Fire Protection District)

Seconded – Chief Michael West (Front Range Fire Rescue)

All Approved – Motion Carried

c. Discussion Possible Action: Possible Financial Models and Considerations for the Future Academies

Chief Brian Kuznik said that in the September 2022 meeting it was agreed that the Board would come forward with some financial options in the June 2023 meeting.

Chief Kuznik shared that the Executive Board met with Sara of JVG and Kalen Myers from the city of Greeley. He said Kalen is a special projects manager with the city's finance team, and she is evaluating where the academy stands, as well as looking at possible financial options as they move forward. He included that Kalen is also looking at the financial impact on the FRFC if new agencies join and what it would look like if the member agencies were reduced.

Chief Kazian asked if Chief Kuznik and Chief Bergsten had information on the Strategic Plan discussed at the previous meeting, and Chief Bergsten said he and Chief Kuznik were meeting on that on Friday. Chief Kazian said it could go on the next meeting agenda if they have something to share with the Board.

Chief Higgins requested a correction to the insurance document for the Longmont zip code. He said it is listed as 80503 and it should be 80501. Chief Kazian said he would get that corrected.

9. Next Regular Meeting: 10:00 am April 12, 2023 - Poudre Fire Authority Station- 8, 4800 Signal Tree Drive, Timnath, CO 80528

10. Adjournment: February 8, 2023, 11:44 AM

Motion to adjourn – Chief Michael Calderazzo (Boulder Fire Rescue)

seconded – Chief Dave Beebe (Mountain View Fire Rescue)

All Approved – Motion Carried

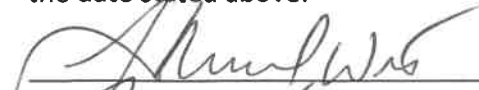
ATTESTATION OF MINUTES:


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We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Front Range Fire Consortium, are a true and accurate record of the meeting held on the date stated above.


_____, President


_____, Secretary

