

Boulder Fire Department  
Front Range Fire Rescue  
Greeley Fire Department  
Longmont Fire Department  
Loveland Fire Rescue Authority



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

**FRFC Board of Directors  
Notice of Special Board Meeting and Agenda  
December 15, 2022, 2:00 PM**

**Loveland Fire Rescue Authority  
4301 Ronald Reagan Blvd. (LFRA - Station # 10)**

1. **Call To Order:** President Kris Kazian called the meeting to order at 2:05pm
2. **Director Roll Call - Board Members Present:** Brian Kuznik (Greeley), Kris Kazian (Windsor), Mike Patterson (Wellington), Michael West (Front Range Fire Rescue), Mike Calderazzo (Boulder), Derek Bergsten (PFA), Dan Higgins (Longmont), Dave Beebe (Mountain View), Tim Sendelbach (Loveland Fire), Jim Klug (Platte Valley)
3. **Also Present:** Eric Klaas (Loveland Fire), Sara Simonton (JVG), Cherie Kozak (FRFC Admin)

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

*Motion to approve the agenda as presented (Tim Sendelbach), seconded (Jim Klug)  
All Approved*

5. **Call to the Public:** None present in person, and none present online
6. **Discussion/Update: Overview of 22-2 After Action Review (Meeting Notes and PowerPoint Provided)**

Chief Kuznik said the intention for the inclusion of the Overview 22-2 Meeting Notes and PowerPoint, was to provide information to any board member who was not present at the AAR – 22-2 or wished to review the meeting notes.

7. **Discussion / Possible Action: 2023-1 & 2023-2 Academy Planning:**
  - **Anticipated number of recruits for 23-1:** Boulder (11), Front Range (2), Greeley (4), Longmont (4), Loveland (3), Mountain View (4-8), Platte Valley (1), Poudre (8 for Independent Academy), Wellington (0), Windsor (2-3), Boulder Rural (2) = **FRFC Total Projected Recruit numbers for 2023-1 (33 to 38 Recruits)**

- Chief Sendelbach – He recommends that the 23-1 academy should remain in one location, but be split into 2 Battalions for the 33-38

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recruits. He feels if the academy is in two different locations, there will be a need for two Academy Chiefs and available resources for both academies. He recommends that the recruit numbers be given to Chief Klaas to determine what he would like to do.

- Chief Bergsten – He shared that they could bring on 5-7 of the FRFC recruits on top of their 8 for the PFA spring academy. He offered, as they have the instructors to support 15 recruits. He also said they have a February 20<sup>th</sup> start date.
- Chief Kazian - He said that Chief Klaas shared at the AAR that he wanted the Board to decide what they want and that anything over 26 recruits, he would recommend the academy be split into two. Chief Kazian posed what the FRFC Academy would look like if split into 2 academies:
  1. Do instructors commit to teaching twice?
  2. Are the academies offset by a week or two?
  3. Are there two parallel academies?
  4. Is the academy staying together at 35 and one group goes to do ladders and the other goes to hose and the next week they switch?
- Chief Patterson – He mentioned that the 2021 academy started at 38 and they tried to schedule a common lecturer and then figure out how to split people off into 2 Battalions. It was challenging for instructors to duplicate academies as they must balance On Duty and Off Duty time.
- Chief West – He agrees that the recruit numbers should be given to Chief Klaas to determine how he wants to proceed. Chief West suggested a way that classes could be doubled up. One academy had a class of 50 and they had the class split into two groups where one group started at 6:00am and the other group started at 12:00pm and one group finished up at 4:00pm and the other finished up at 8:00pm.
- Chief Beebe – He said he feels they can't expect one person to run both academies and he offered to host the second academy at Mountain View and to find an Academy Chief if it splits into a North and South Academy.
- Mike Calderazzo – He said Boulder's training center is available and they can host if needed and given the number of their recruits (they will have 11) they will support heavily on the instructional side.

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**Board Decision/Direction:** *Established the number of recruits (35-38). The Board is supporting two academies with 18 or so in each. It is requested of Chief Klaas that he determine how to integrate the two academies together and to determine if it should be a North and a South or split into 2 Battalions, both in Loveland and alternate drills (e.g.- Battalion 1 Ladders and Battalion 2 Search)*

- **Academy schedule (4-days / 5-days a week)**
  - **Chief Kazian** – Said that with a 5 day a week schedule, the Board must be clear with the Academy Chief and Instructors that there's a set start and stop time. The 8-hour days can't move to 10, 12 or 14-hour days.
  - **Chief Higgins** – He agrees that the hours must be held to 40 per week, and that the 4 10's would work out better to have the one day of recovery. He feels if there is more time needed for instruction, the academy can expand by a couple of weeks, but the weeks should not exceed 40 hours each.
  - **Chief Sendelbach** – He said he would like to move to 4 10's and recommends that Chief Klaas decide if he wants Wednesday or Friday off or if there is something that works better for the 4 10's
  - **Chief Kuznik** – He would like 4 10s, but he feels the days need to be consistent (e.g.- always on Wednesday or Friday) and only fluctuate due to weather. He said, if there are two academies, they must be alike in the day off. Chief Kuznik also requested communication with the home agency to notify them if their recruit is falling behind on test scores. He said if the agency decided they want to have their recruit study on the day off, that should come from the agency and should not come from the FRFC.
  - **Chief West** – He feels it's important to really stress that the instructors should not mention that the recruits should be studying on their one extra day off, as that pushes the students into overtime, and they don't get the recovery. **Chief Sendelbach** agreed and suggested that the instructors state it as, "this is your day off, so you use it how you see fit."
  - **Chief Klaas** – He said 4 10's will likely bring the academy back to 15 weeks to cover the material instead of 12 – 13 weeks.
    1. He shared that the last class was graduating with FF II certifications, so if the Board wants them to have the potential to test at the FF II level, then Academy must keep Extraction, and Awareness Level Tech Rescue, because those are a part of the FF II curriculum. The Board agreed that they were in favor of keeping those for the FF II potential.

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2. Chief Klaas shared that he must work through how one academy working with 2 groups at the same time works. He is concerned that it also puts a strain on the organization to have to pull instructors offline and backfill the positions.
  - Chief Kazian – He said the Board wants to have consistency with the lesson plans if the decision is to go with two academies, but if it's a North and South academy then Boulder and Mountain View would be organized around the South Academy. If there are 2 different academies, creating a South Academy, then those resources would not be available to the North and vice-versa. If there was only one academy, then the resources would be there for the Academy to draw on.
  - Chief Bergsten – He said he would not be able to shift to the 4 day per week academy schedule as their training staff works the 5 day per week schedule.
- Chief Klaas – He asked about the Leased Resource balancing and wanted to know if the Board wanted to continue with that.
  1. Chief Klaas - He wanted to know the Boards direction on how to divvy up the Leased Resources as it adds to the complexity of the academy. The Boards direction was to allow for everyone to have the opportunity to participate and not to focus as much on balancing Leased Resources.
  2. Chief Kazian said the larger agencies may contribute more, but everyone has the opportunity.

**Board Decision/Direction** – *The Board agreed that:*

- *The academy should shift to a schedule of 4 10's instead of 5 8's per week. They would like Chief Klaas and the Instructors to encourage the recruits to take that day off. There should not be any expectation for the recruits to utilize their time off in a particular way, and if they choose to study, that's their prerogative.*
- *They would like a consistent day off per week (e.g.- Wednesday or Friday), but with flexibility for weather.*
- *They want a hard start and a hard stop at 10-hour days (with the 4 day per week schedule), and no more hours beyond that.*
- *Agreement that the academy start date is the 3<sup>rd</sup> Monday in February (Monday February 20<sup>th</sup>, 2023)*
- *Consensus with the Board that the Tech Rescue is at a basic awareness level with the JPRS relevant to the 1001 standards.*

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- *Agreement was to have the 2023-1 Academy end the week before Memorial Day, but if the time is needed to finish that week and to not sacrifice quality, then the ending week will reflect that.*
- *The Board agreed that they would like the specialized training to be brought back to just the JPRS that are needed not expanding beyond basic awareness. (e.g.- Heavy Rescue, Highrise etc. – just a day of standpipe or whatever the JPRS are in 1001) The focus is to teach the basic firefighter class.*
- *The Board did agree on and clarify that they were in favor of keeping necessary advanced skills to support the possibility for the more advanced recruits to be set up for their FF II testing and certification.*
- **Academy Curriculum/Standards:**
  - **Chief Kazian** – He posed the question to the Board to determine what they are looking for with the recruits coming out of the basic academy. He shared that there have been discussions that the agencies don't want to do a Pre-academy with their recruits to have them ready to enter the FRFC Basic Firefighter Academy. He requested from the Board that they share what they see as the benchmark expectation of academy, so they don't have to do a big Pre-academy.
  - **Chief Kuznik** – He said he thinks it's beneficial that the recruits come to the academy with their bunker gear meeting the standard and that they have gone through a fit test prior to going into IDLH. He shared that he feels this would be a good focus for Pre-academy, as he doesn't know that the academy has time to run everyone through a fit test. He also shared that the wording in the recruit expectation letter states that they must show up with a fit test and bunker gear, to participate.
  - **Chief Klug** – Not sending his recruits to academy to get tech rescue certified. He hires with an EMT and just needs them to be trained with all the basics up to that point of certification and not a bunch of other skills on top of that. Entry level Recruit Firefighter level.
  - **Chief West** – Looking for NFPA JPRS and 1001 Firefighter 1 and Firefighter 2 requirements but not specialties beyond that.
  - **Chief Kuznik** – He said that Safety and Survival and Hose were adding several days to the academy.
  - **Chief Sendelbach** – He asked Chief Klaas if he were to stick to 1001 JPR Standards, could the time be cut down for academy. Chief Klaas

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said that Highrise is outside the curriculum, and he feels it should just be a basic awareness level with no sets or reps.

- Chief Beebe – Wants a basic Firefighter academy. Basic extrication class but not a week-long heavy truck rescue or Highrise training. He shared that the most important thing for him is hands on for muscle memory and skill sets. Organizations can then take their recruits and give them the advanced training they need.
- Chief West – He shared that the Pre-academy letter fitness goals are all above the FRFC benchmark and the recruit guidelines have different expectations.
- Chief Kuznik – He said the benchmarks may need to be rewritten in a way that it demonstrates their goals. He feels there should be some adjustments in relation to the ROG's, and he asked the Board to consider reworking the document to fall in line with the national standards. Chief Kuznik offered to rewrite the document. He also expressed concern about liability if someone gets hurt.
- Chief Sendelbach – He said that the 1582 is more in-depth than a contingent offer based on passing a medical. He also shared that Frontline will be officed at the Forge and he would advocate that there's a pre-academy baseline screening and another test midcourse to establish progress. He said that LFRA is currently using the Workwell Preemployment Physical.
- Chief Kazian – He said it is agreed by the Board that Military Day is important. They feel that flags and marching have great value and that there should be a PT component but not in a military way. The recommendation by Chief Kazian is to have team building exercises the first day, which would be a great way to start academy. He also said that military drill sergeant aspect does not really have a place in academy.

**Board Decision/Direction** – *The Board would like:*

- *A Fit Test*
- *Bunker Gear that complies*
- *Full familiarity donning and doffing SCBA's*
- *Physical Fitness aligning more with expectations*
- *The length of academy will be dictated by what Chief Klaas thinks the academy needs to cover the material to be 1001 compliant, NFPA JPR with introductory level information in the other specialty areas such as Highrise.*

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**8. Discussion: Updated Financial Report – JVG (No action needed)**

- Monthly Financial Report
  1. Up \$61,000 from last year at this time.
  - 2.5 agencies will be getting new invoices as JVG was missed leased resources for burn buildings.
- Budget to Actuals – Academy Expenses
  1. Professional development revenue is down.
  2. Academy Move from PFA to forge was just short of \$14,000
  3. Chief Sendelbach – He asked about professional development and seminar budgets. Professional development is Leadership Journey, and it was budgeting at \$40,000
  4. Chief Kazian – He said 6 months ago there was a deficit of \$100,000 and this academy brought up the deficit and are coming in at - \$8,000 - \$10,000 so there is a \$90,000 recovery from last academies deficit.
  5. More in-depth financials were created by JVG, so it was easier to track what came in and went out.

**9. Discussion/Possible Action: Consideration for Additional Special Meeting(s)**

- Chief Kazian – He recommended that the Board Chiefs communicate via email, and they will do a Zoom meeting for follow up if needed.

**10. Next Regular meeting 10:00 am February 8, 2023, Mountain View Fire Protection District, Address: 3561 Stagecoach Rd N, Longmont, CO 80504**

**11. Adjournment**

*Motion to adjourn the meeting at 4:07 (Chief Dan Higgins) seconded by (Chief Michael Calderazzo)  
All approved*

**ATTESTATION OF MINUTES:**

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