

Boulder Fire Department  
Boulder Rural Fire Rescue  
Front Range Fire Rescue  
Greeley Fire Department  
Lafayette 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 Special Meeting September 13, 2023, 10:00am Virtual Meeting – Via Teams

1. **Call To Order:** Meeting called to order at 10:02am by FRFC Board President Chief Tim Sendelbach
2. **Roll Call:** Chief Michael Calderazzo (Boulder), Chief Greg Schwab (Boulder Rural), Chief Michael West (Front Range), Chief Brian Kuznik (Greeley), Chief Tim Sendelbach (Loveland), Chief Dave Beebe (Mountain View),

**Board Member Absent:** Chief Dan Higgins (Longmont), Chief Derek Bergsten (Poudre), Chief Darren Jaques (Windsor), Chief Jim Klug (Platte Valley), Chief Pete Bradshaw (Lafayette)

**Also Present:** Chief Greg Ward (Loveland), Chief Eric Klaas (Loveland), Chief Chris Mirowski (Greeley), Chief Tyson Barela (Poudre – In for Derek Bergsten) Chief Jeramie Greer (Windsor – In for Darren Jaques), Captain Brian Coe (Platte Valley - In for Jim Klug), Captain Mike Burelson (Longmont – In for Dan Higgins), Captain Ryan Rieser (Platte Valley), Chief John Wilson (Louisville), Sara Simonton (JVG), Cherie Kozak (FRFC & LFRA)

3. **Approval or Changes to the Agenda:**  
Chief Brian Kuznik requested the addition of one item, under “New Business” and it would be an item that is related to Envision Leadership presented by Chief Chris Mirowski.
4. **Call to the Public:** None present online.
5. **Consent Agenda: Discussion/Possible Action:**
  - a. Review and Consider Approval of August 2, 2023, Special Meeting
  - b. Review and Consider Approval of August 9, 2023, Regular Meeting

*Motion to approve the consent agenda as presented – Chief Brian Kuznik (Greeley Fire Department)  
seconded – Chief Michael Calderazzo (Boulder Fire Rescue)  
All Approved – Motion Carried*

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## 6. Financials:

### a. Discussion/Possible Action: Monthly Financial Report - JVG

Sara Simonton said total revenue to date is just under \$600,000.00 which is 98.4% of the budget. She shared that most of the invoices for the spring academy are now in and the total expenses to date are \$549,129.00 which is under budget. She said the major academy equipment expenses totaling \$66,000.00 was not anticipated, but the Academy needed iPads for testing as well as turn out gear. She also said the cash position is at \$342,000.00 which is up \$38,000.00 from last year.

*Motion to approve the financial report as presented by JVG – Chief Greg Schwab (Boulder Rural Fire Rescue)*

*seconded – Chief Brian Kuznik (Greeley Fire Department)*

*All Approved – Motion Carried*

### b. Discussion/Possible Action: Amendment to the Fee Reimbursement Schedule specific to the Leased Resources Reimbursement Schedule: Personnel Wages

Chief Eric Klaas shared with the Board that agencies with Union contracts are experiencing good pay increases for their 2024 wages. He said a new wage analysis was done to support compensation of the Academy Instructors in relation to Leased Resources. He shared a slide, included in the meeting packet, that most accurately reflects the academy cost for personnel wages.

Chief Klaas said that 56-hour shift personnel make up most of the instructors and the Cadre are all on 40-hour schedules. He continued by saying that in the survey, for agencies that use step and grade, the highest-level firefighter was used for calculating the academy instructor Leased Resource cost. He also said, if an agency has a paramedic firefighter or other firefighters with specialties, that pay rate was not included in the wage study, only the base rate of the top ranked firefighter was factored in. Chief Klaas also said, if there is a pay per performance or a salary range, the midpoint was used for the base range in this survey.

Chief Tim Sendelbach recommended that Chief Klaas bring back a proposal to the Board with the recommended wage adjustments and they may be able to apply those to the 2024 spring academy. Chief Sendelbach asked Chief Klaas and Sara Simonton if the \$12,000 per recruit would still meet the academy's needs, and Sara said they have the budget worked down to a per person, per day for the Leased Resources. She said it may be difficult to get the new pay rates set up for spring academy. She did include that she could project the numbers as a study to give an idea of what the leased resources would look like if they were applied to the spring academy.

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Chief Klaas said he is not as concerned about the wages as they know that component, but he is concerned about the facility fee impact regarding the Forge. Chief Sendelbach said he would like Chief Klaas to put together two proposals, one with the fee assessment and one without. Chief Brian Kuznik said he will work with Chief Klaas to get the annual fee updated with the contributions and reimbursement schedule for the FRFC.

Chief Kuznik said he would like to have it written down to explain how the amounts are calculated, so it can be used for consistency moving forward when calculating new wage increases for Leased Resource reimbursement.

Chief Sendelbach said he will work with Chief Klaas to create a four to five slide presentation for the next board meeting with the proposed new leased resource figures.

Chief Dave Beebe said he would like to see some different options presented on how to manage paying the Cadre and Instructors without having to incur the large overtime costs that the agencies end up with.

Chief Sendelbach asked if there would be an interest in putting together a work group to come up with some other models they can consider. Chief Dave Beebe, Chief Mike Calderazzo, Chief Tyson Barella and Chief Chris Mirowski said they would like to be part of the group to explore options. Chief Sendelbach invited anyone else to join the group as well.

**c. Discussion/Possible Action: Amendment to the Fee Reimbursement Schedule to include the Facility Use Fee: For Non-Burn Days**

Chief Sendelbach referenced his original PowerPoint for comparison of North Metro which he included in the meeting packet. He said the Forge is not charging the FRFC, so there is not a cost associated with that and the only associated cost for the FRFC is the internet fee for the Forge.

He said he is asking the Board to consider assessing a fee for their facility use, whether it's a classroom or a burn building with two different fees for burning and non-burning. Chief Sendelbach said he feels it's looking out for the Fire Chiefs and their facilities and it's not more than they would charge a private sector person. He asked Chief Kuznik and Chief West if they have fees associated with use of their facilities and they both said they did. Chief Sendelbach requested that member agencies add their facility use fees in for consideration.

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- d. **Discussion/Possible Action:** Possible IFSTA Station e-Library with Fire Protection Publications. Chief Sendelbach presented to the Board a potential purchase of 20 e-Libraries for the 20 Academy iPads, in place of the IFSTA hardbound textbooks. He shared with the Board that IFSTA requires individual agencies to purchase an e-Library and each subscription is designated to an individual within the agency. He said the e-books could potentially save the Academy a lot of money.

Chief Klaas included, that the new text editions are coming out soon and he isn't certain if the e-Library is updated with the subscription, or if all subscriptions have to be repurchased at that time. Chief Sendelbach said he would include that in his questions when he calls IFSTA, and he said he will bring the quote to the Board to compare with the cost of the actual textbooks.

Chief Tyson Barela shared that Poudre tried e-books in the past and it was a problem for some students who benefit from having the actual text. He cautioned that it could affect test scores if the students don't adapt to the digital books. He said Poudre has had their best results with hard copy text and IFSTA ResourceOne online tests and PowerPoints, as well as Vector Solutions for IFSTA tests, quizzes, and text.

## 7. **Old Business:**

- a. **Discussion/Possible Action:** FRFC Existing Ladder Maintenance/Repair and New Purchase Proposal – (Chief Eric Klaas)
- i. **Ground Ladder Testing Report:** Waterway of New Mexico
  - ii. **Repairs to Existing Ladders:** Existing Ground Ladder Repair
  - iii. **New Ladder Purchase Proposal:** Duo-Safety Ladder Corporation & Alco-Lite

Chief Klaas said there were only three ladders that didn't fail testing, and that they have recently outsourced the testing. He shared that Duo Safety is the maker of the FRFC ladders and Alco-Lite is another consideration. Chief Klaas said Duo Safety is fully aluminum and that requires a specific welder and Duo Safety said they will not repair the ladders that have bent beams as they are structurally unsound. He said the out of service ladders will now be used for throws and carries, but once they start climbing, they will need certified ladders.

Chief Klaas recommends moving to the Alco-Lite as they are easier to repair and they are giving 50% off the cost of each ladder, as the purchase is for an academy. He shared that currently academy only has four ladders to climb and do rescues, and he asked for the boards direction on fixing the ladders that can be fixed or purchasing new ladders.

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Chief Sendelbach said they may need to consider several Leased Resources to cover the ladder needs for this academy. Chief Barela offered Poudre's training ladders once they pass inspection if the Academy needs them. Chief Sendelbach suggested that Chief Klaas work with Chief Barela for the current ladder needs but recommended that the Board work on a plan for ladders moving forward.

Chief Klaas asked for clarification on the ladder repairs sharing that \$2,600.00 would cover the parts and labor as well as the retest. The Board agreed to fixing the ladders that can be repaired and that the cost be distributed amongst the agencies.

*Motion to proceed with the \$2,600.00 for ladder repair and retesting, and for the cost to be spread amongst all 11 agencies - Chief Brian Kuznik (Greeley Fire Department)  
seconded – Chief Michael Calderazzo (Boulder Fire Rescue)  
All Approved – Motion Carried*

**b. Discussion/Possible Action: Possible Models for Lateral or Bridge Hires for 2024 and Beyond.**

Chief Sendelbach said he met with John McDougall and Dr. Susan Moreland at Aims Community College, and they shared that the students who take their 15-week academy, graduate with Firefighter I and HazMat certifications. Chief Sendelbach said that he and Aims discussed a possible bridge plan, where at the 7-week mark the FRFC could consider the students as a possible bridge hire. He said the Academy can set the interview parameters and if a student is selected by an agency to be a recruit, an offer can be made to bridge for an additional 4-5 weeks with the FRFC. Chief Sendelbach said this bridge plan could reduce the Firefighter and HazMat cost to the FRFC agencies as that training expense would be within the Aims curriculum.

Chief Jeramie Greer said he would like to see a skills evaluation on that interview day as well, and he asked if they would need all 11 agencies to agree to a bridge program with Aims.

Chief Sendelbach said he would just like to have options available, and that any agency can go independent on the bridge model if they chose. Chief Sendelbach, Chief Kuznik and Chief West said they would like to be part of the discussion with John at Aims to consider options, and they will bring them to the Board for consideration.

**c. Discussion/Possible Action: Formal Document for New Agency Requesting FRFC Membership –CMCB PPM Document.**

Chief Barela said he spoke with Chief Derek Bergsten and there are no updates at this time.

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d. **Discussion:** Envision Leadership Update

Chief Chris Mirowski said that Leadership Encounter has 13 students, and they will be meeting Tuesdays and Fridays for 8 weeks. He said they added the Chief Chats a half hour prior to the start of class, so Chiefs could share their experience in a leadership position. Chief Mirowski said the Leadership Instructors will have notes from class, and he will send them to the Chief doing the Chiefs Chat the following week for a base of discussion.

8. **New Business:**

a. **Discussion/Possible Action:** 23-1 Human Performance Research Texas Tech.

Chief Klaas said the recruits participated in the surveys voluntarily but only 5 completed the mid-point survey and none were able to complete the final survey, as there were some problems accessing the survey from Texas Tech. He did share that the anonymous survey is a good way to get helpful information, as the recruits provided more information such as knee and back injuries, as well as sleep deprivation, academy stress and anxiety. Chief Klaas said he feels that the 4 – 10's Academy schedule is helping recruits with recovery time.

He shared that they are participating in the survey this Academy as well and he is adding a 4<sup>th</sup> survey for post academy to document how long it takes new firefighters to recover and acclimate to shift work. Chief Klaas said he is including the survey in the classroom time, so the survey is completed by all recruits, and it doesn't take them long to fill it out.

Chief Barella said he feels that documenting physical fitness at benchmark points, in the beginning, midpoint and end of academy along with mental and spiritual wellness, would help to determine if the wellness and fitness program is working effectively. Chief Sendelbach agreed and included that injury documentation would help identify if injuries are consistent with certain fitness activities which might be setting recruits up for injuries in the beginning.

b. **Discussion:** Berthoud Fire Department

Chief Sendelbach said that Berthoud Fire Department has expressed an interest in joining the FRFC. He said that Chief Stephen Charles shared that he has budgeted to join the FRFC in 2024 with the FRFC Boards approval.

c. **Discussion/Possible Action:** Academy 2023-2 Graduation

Chief Klaas asked for the assistance of the Board to help identify a Keynote Speaker for Academy 2023-2 Graduation on December 5<sup>th</sup>. Chief Sendelbach asked Cherie to send out a calendar invitation to the Board to save the date for Graduation at Foundations Church.

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**9. Next Regular Meeting: 10:00am October 11, 2023 – Windsor Severance Fire Rescue – Station 1, 100 N. 7<sup>th</sup> street Windsor, CO 80550**

**10. Adjournment: September 13, 2023, 11:17AM**

*Motion to adjourn – Chief Michael Calderazzo (Boulder Fire Rescue)*  
*seconded – Chief Brian Kuznik (Greeley Fire Department)*  
*All Approved – Motion Carried*

***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.

  
\_\_\_\_\_, FRFC Board President  
Fire Chief Tim Sendelbach

  
\_\_\_\_\_, FRFC Board Secretary  
Fire Chief Brian Kuznik