Members Present:

Board Chair Jeff Swanty             Rural Board Secretary Greg White
Mayor Cecil Gutierrez              Asst. City Attorney Moses Garcia
Councilor John Fogle               Division Chief Ned Sparks
Fire Chief Randy Mirowski          Rural Board President Dave Legits
Public Safety Admin. Dir. Renee Wheeler   BSC Roylene Sterkel

Absent:

City Manager Bill Cahill
Asst. City Attorney Teresa Ablao

Visitors:

Alex Swanty, Thompson Valley High School
Tia Parra, Thompson Valley High School
Megan Soule, Thompson Valley High School

These three Thompson Valley High School students attended the Board meeting to fulfill a Community Safety Class report. Chief Mirowski asked if they would submit a copy of their report to the Board once it is completed. They said they would.

Call to Order:

Chairman Swanty called the Fire & Rescue Authority Board meeting to order on the above date at 1:05 p.m.

Pledge of Allegiance:

The Board participated in the Pledge of Allegiance.

Roll Call:

Secretary Sterkel conducted roll call.
**Awards and Presentations:** None

**Public Comment:** None

**Consent Agenda:**

Mayor Gutierrez moved to approve the Consent Agenda. Rural Board President Legits seconded the motion. Motion carried.

**Regular Agenda:**

3. **Consider a Resolution Approving the Establishment of Additional Rules and Regulations of LFRA Regarding Capital Asset Policies and Procedures.**

PSA Director Wheeler explained that this Resolution is for the approval of a capital asset policy and procedures addition to the LFRA Rules and Regulations for managing all assets purchased by LFRA. This Resolution was written to mirror the City of Loveland’s policy and is specific to the acquisition, disposal and inventory management of all capital assets in excess of $5,000 per unit. The changes to the content of the City’s Policy were:

- Content that was not related to fire and rescue service was eliminated and specific fire equipment was added to the useful life table.
- Radio equipment useful life was changed from 3 years to 8 years.
- Computer equipment/components/software was changed from 3 years to 4 years to be consistent with City’s IT Department.
- A paragraph was added for specific accounting treatment of trade-in to be consistent with guidance provided by the Government Finance Officers Association.
- A paragraph was added to require a Bill of Transfer and Assignment agreement when LFRA donates retired capital assets to other organizations to make sure LFRA has no liability for those units at the time the assets change hands.

Chief Mirowski indicated that donating to other departments happens a great deal in the fire service. Quite often larger departments will sell or donate their older equipment to smaller departments that may not have the funding to purchase new equipment.

Rural Board President Legits moved to approve the Resolution as written. Councilor Fogle seconded the motion. Motion carried.

4. **Vision Tour Presentation.**

Chief Mirowski said that this presentation will be presented to all department members as well as political leaders. It is intended to give an overview of where we came from in 2012 and where we’re headed in 2013. The presentation is focused on
four pillars for success.
Chief Mirowski gave the introduction and overview; PSA Director Wheeler spoke about the financial and strategic plan; Chief Green gave updates and changes in the Community Safety Division; Chief Sparks updated the Suppression side; and Chief Mirowski did a wrap up and spoke about the future direction for LFRA. Specific information on each topic can be reviewed in the Power Point presentation included in the meeting agenda.

Mayor Gutierrez asked that we send out the schedule of presentations to political leaders so they can attend one of the presentations if they would like.

5. **Review Briefing Papers and Correspondence.**

Chief Mirowski talked about the **Auto Aid Agreements** with Berthoud and Johnstown. Chief Sparks has been working with both Berthoud and Johnstown in order to establish an automatic aid agreement for the southeast areas of our fire district. This is the one remaining area in our district that we have no auto aid agreement with. He’s also working with Estes Park on an Agreement.

Mayor Gutierrez said we need to celebrate the accomplishment of achieving the goal of having our minimum staffing levels at **three firefighters for all LFRA companies**. Chief Mirowski called February 12, 2013 a “Stones of Remembrance” day because of achieving this long awaited goal.

Chief Mirowski said that we will be combining the FRAC and Rural Board meeting in March and will do the Vision Tour presentation for them. Councilor Fogle asked if we can make the Flashover and Fire Sprinkler information available to Council and Chief Mirowski said he would be happy to do a presentation for Council and any other political leaders that may be interested.

Chairman Swanty said that there is a history book available at the Fire Museum that gives a very good overview of how the Loveland Fire Department has evolved over the years. Councilor Fogle is working with Jack Sullivan at the Museum to try to help them find a new location to move to. If they are not able to find a new location, the Fire Museum will have to store all of their artifacts some place. Chairman Swanty asked if anyone has ever thought about doing a “Public Safety Museum” that would combine police, fire and EMS. The Board is not aware of any such movement.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 2:25 pm.

*Minutes submitted by Secretary Sterkel*