Loveland Fire Rescue Advisory Commission Meeting Minutes  
Wednesday, October 11, 2017, 5:30 p.m.  
Development Center  
Emergency Operations Center (EOC), 2nd Floor  
410 E. 5th St., Loveland, CO. 80537

Meeting called to order at 5:34 p.m.

**FRAC Present:** Chair Jonathan (Jon) Smela, Division Chief Ned Sparks, Member Leroy (Andy) Anderson, Special Projects Manager Randy Mirowski, Member Leo Wotan, Member Janet Bailey, and Bonnie Wright.

**FRAC Absent:** City Council Representative John Fogle, Fire Chief Mark Miller, Member Paul Pfeiffer, Member Elton Bingham and Member Shane Castro

1. **Minutes approval:** presented by Chair Smela  
   Member Anderson motioned to approve the September 13, 2017 minutes. Member Wotan seconded the motion. Motion carried.

2. **Strategic Plan Schedule:** Special Projects Manager Randy Mirowski  
   Mirowski handed out an updated timeline for the 2018 LFRA Strategic Plan.

3. **Strategic Plan, Section I-X:** Special Projects Manager Randy Mirowski  
   - Page 3 under the Table of Contents Part 3 – Between the words Apparatus/Large there is an extra space and between the words Construction/Remodel  
   - Page 4, paragraph 1 – Is field of knowledge quotations inside or outside of the period within a sentence?  
   - Page 4 Part 2 – on the last sentence starting with Part two, the two needs to be a number 2. Also, change most important suppositions to foundation.  
   - Page 5 – No changes.  
   - Page 6 – Remove the word Revised from the top of the heading.  
   - Page 7 paragraph 2 – capitalize the “b” in the word board.  
   - Page 7 on the second to the last sentence, change Suppression to Operations.  
   - Page 7 on the last paragraph, add hyphens to year to year, capitalize C in the word city’s and capitalize the words city and rural.  
   - Page 8 - RAF is used several times throughout the paragraph.  
   - 100% needs to be moved over to the right.  
   - In paragraph 4, add the word how after the words focusing on.  
   - On the last sentence at the bottom of the page, the a needs to be capitalized in the word authority’s.
Page 9 – on the last sentence of paragraph, Basic Planning Assumptions is capitalized and needs to be capitalized throughout the rest of the document.

Page 9, Item #3 on the last hyphen, Adding two needs to be a number 2.

Page 9, under Item #6, the word part time needs to be hyphenated.

Page 9, Item #7 – the Commission on Fire Accreditation (CFAI) – the word International needs to be added after Accreditation.

Page 10 - The title, Stage Two Planning Assumptions at the top of the page needs to be underlined.

Under Item #1, take should out of include consideration.

Dash number two, fire station one needs capitalizing.

Chief Miller requested adding a paragraph about the fire authority being the best governance model for LFRA.

Item number 2 Workforce Staff – Projections in Stage 2, change the number 2 to the work two.

Dash #1 – change the numeral three person to match four person staffing.

Berkley system – the s in system needs capitalized.

The second dash from the bottom, capitalize the a in authority’s.

Page 11 - Change Model 7 to be the number one.

In the paragraph underneath the bullet points on the last sentence, phased in needs hyphenated.

In the section Phases for the Essential Services Expansion Plan, fire stations seven, ten, five and three need to be changed to numbers.

Page 12 – add and/or after fire station remodel.

The bullet spacing at the bottom needs changing.

Page 13 – remove Revised from the heading.

Page 14 – no changes.

Page 15 – in the 2025 section at the bottom, close the space between Remodel/Replace and add a space between Station 3.

Page 16 – the words full time need hyphenation.

Station 7 needs the space closed after the slash.

Page 17 – at the top, close the space between Purchase/Replacement.

At the bottom of the page, Front-Line Primary and Reserve Status should not be capitalized.

Page 18 – Fire Stations seven, ten, five and three all need to be changed to numbers.

Close the spaces for the items in paratheses, bottom bullets after the words added.

Page 19, Part 4 needs underlining.

In the middle of the page, get rid of the three dots after and effective manner.

At the bottom of the page, last sentence, there needs to be a space after the word section.

Page 20 – remove dashes after the headings on 1-5.

In the last paragraph, Key Performance Indicators – add the word in after set forth.

Remove the apostrophe from all of the KPIs.

Page 21 – No changes.

Page 22 – Take the apostrophe s out of the Four Rs.

Page 23 – 1.1.1, 1.2.1 & 1.3.1 needs to be bolded.

Page 24 – There was a question about adding senior citizen education to 2.3.1.

Bold 2.1.1, 2.2.1 and 2.3.1.

Pages 25 and 26 had no changes.
4. **Public Comment (If applicable) citizens:** There was no public comment.

5. **Motion to Adjourn:** Meeting adjourned at 7:33 P.M.

The next FRAC meeting will be Wednesday, November 8th, 2017 at 5:30 p.m. in the EOC.

Minutes respectfully submitted by Bonnie Wright, Administrative Technician, LFRA.

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