Loveland Fire Rescue Authority Board Meeting Minutes
Wednesday, April 27, 2022
410 E. 5th Street, Loveland, CO 80537
EOC Conference Room
and Via Video and Audio Conference
12:30 p.m.

Members Present:
Chairman Jeff Swanty, Director of the Loveland Rural Fire Protection District ("Rural District")
Director Steve Adams, Loveland City Manager
Vice Chairman John Fogle, City of Loveland Council Member
Director Dave Legits, Rural District President

Members Absent:
Director Richard Ball, City of Loveland Council Member

Staff Present:
Tim Sendelbach, LFRA Fire Chief
Tim Smith, LFRA Division Chief
Andrea Wright, LFRA Human Resources Manager
Cheryl Cabaruvias, LFRA Administrative Analyst
Diedra Bassel, LFRA Board Secretary
Emily Powell, Legal Counsel to the Authority
Robert Carmosino, LFRA Emergency Manager
Carie Dann, LFRA Fire Marshal
Jason Starck, LFRA Battalion Chief
Dan Engelhardt, LFRA Lieutenant
Dan Walsh, LFRA Engineer
Terry Soderstrom, LFRA Fire Inspector

Visitors:
Jacki Marsh, Mayor of City of Loveland
Kammy Tinney, District Manager, Rural District
Brian Waldes, CFO, City of Loveland

Call to Order:
Chairman Swanty called the Loveland Fire Rescue Authority ("LFRA") Board meeting to order on the above date at 1:34 p.m.

Approval or Amendment of Agenda:
It was the consensus of the Board to approve the agenda as presented.

**Awards and Presentation:**
LFRA Fire Marshal Dann introduced LFRA’s new fire inspector, Terry Soderstrom.

**Swearing In:**
None

**Public Comment:**
None

**Consent Agenda:**

1. **Consider a Motion to Approve the Minutes from the Loveland Fire Rescue Authority April 27, 2022 Regular Board Meeting**

Motion made by Vice Chairman Fogle to approve the consent agenda, as presented. Seconded by Director Legits; motion carried unanimously.

**Regular Agenda:**

2. **Conduct a Public Hearing and Consider a Motion to Adopt Resolution R-141, Adopting a Supplemental Budget Regarding the Appropriation of Monies to and the Expenditure of Monies from the General Fund and the Capital Impact Fees Fund for the Loveland Fire Rescue Authority, State of Colorado, for the Calendar Year Beginning on the First Day of January 2022 and Ending on the Last Day of December 2022**

Motion made by Director Legits to open a Public Hearing to Consider Adoption of Resolution R-141. Seconded by Vice Chairman Fogel; motion carried unanimously.

Attorney Powell certified for the record that notice of the public hearing had been published in a newspaper of general circulation as required by law. No public comment was received prior to the public hearing, and no members of the public present at the hearing desired to provide comment.

Motion made by Vice Chairman Fogle to close the public hearing. Seconded by Director Legits; motion carried unanimously.

Motion made by Vice Chairman Fogle to Adopt Resolution R-141. Seconded by Director Legits; motion carried unanimously.

3. **Consider a Motion to Adopt the 2022 Community Risk Assessment Standards of Cover**

Chief Sendelbach explained that the Community Risk Assessment – Standards of Cover is LFRA’s promise to the community to meet specific benchmarks in regards to response times and the grouping of personnel that will be assembled per call type. He stated the document is a part of the accreditation process. Chief Sendelbach said the document was sent to the LFRA Board and Mayor Marsh for review in order to secure their signatures ahead of when LFRA goes in front of the Accreditation Commission, assuming the document is approved by the Board at this meeting. The Chief stated that in no case has LFRA lowered the standards and that LFRA will
always seek to elevate the standards in regards to response time and being more expedient where possible, in regards to those responses, and the number of personnel in accordance to national standards and best practices.

Chief Sendelbach thanked Lieutenant Engelhardt and Engineer Walsh on their work on the accreditation process. He stated the process requires a great deal of statistical data and compiling information as well as updating the information.

Motion made by Vice Chairman Fogel to Adopt the 2022 Community Risk Assessment. Seconded by Chairman Swanty; motion carried unanimously.

4. Review Briefing Papers and Correspondence

None

a. Chief's Report

Chief Sendelbach told the Board and the audience that the reason his and Division Chief of Operations Tim Smith's badges were covered was because of the death of a West Douglas County Fire Protection District Fire Marshal that died in the line of duty two days prior to the meeting.

Chief Sendelbach reported the following matters to the Board:

- Thank you notes
  Chief Sendelbach shared thank you notes LFRA has received in appreciation of LFRA's response to the Marshall Fire. He also expressed gratitude to those who attended the memorial service for Plan Reviewer Chuck Boyes who was with LFRA for 11 years. He passed away at the age of 87. The Chief relayed his thanks to Mayor Marsh and Chairman Swanty for attending the service.

- City of Loveland Fleet Recognition
  Chief Sendelbach acknowledged that Loveland Fleet Services was named in the top 50 fleet services in the entire nation, not just Colorado. LFRA brought burritos to those who work in fleet to celebrate their accomplishment and thank them for their service to the LFRA fleet.

- Accreditation
  Chief Sendelbach stated the importance of re-accreditation and thanked the Mayor and the Board for signing the 2022 Community Risk Assessment – Standards of Cover signature page in support of the document.

- Community Wildfire Protection Plan (CWPP)
  Chief Sendelbach reiterated that the CWPP is fully funded at no expense to the LFRA. It was done through a grant process, securing an E.M.P.G. grant through emergency management for $45,000. LFRA also secured $5,000 from Larimar County, making this project fully funded. Chief Sendelbach is awaiting a formal contract from Ember Alliance which is a local, Loveland company that is one of the best at doing CWPPs. He stated this is the starting point for dialing up LFRA's wildland protection program. This
gives LFRA prioritization to address the specific fuels, start the mitigation process, and the public education and outreach process as well. It will start quickly once LFRA receives the contract. LFRA will assign a team to Ember Alliance to start the work.

- **Grant Applications**
  Chief Sendelbach hopes to hear about the Assistance to Firefighters Grant in the next week or two. As shared at last month’s meeting, LFRA is in the top 10% of applicants and is at low risk for audit. This means the granting agency feels very comfortable with the grant application that was submitted and there is really no chance in their minds for general abuse of the grant. The Chief feels this is very positive. The Assistance to Firefighters Grant was submitted for $908,800.00. At this point there are no administrative cuts.

As discussed under the CWPP, the Larimer County Grant is for $5,000.00 and has been secured.

Firehouse Subs Grant is another one for which LFRA applied. LFRA was not in the first 600 to apply and therefore is not in the running for it at this time. There will be another round of applications accepted in July of this year and LFRA will resubmit at that time. The replacement of a UTV is LFRA’s intent with the Firehouse Subs Grant.

The Lauren Project is a non-profit organization that provides carbon monoxide alarms to the general public and provides the public with information on the hazards of carbon monoxide. Chief Sendelbach reached out to them and the Lauren Project has pledged a $1,000 donation as well as the CO alarms for all of LFRA’s jump kits.

- **Congressman Neguse - Appropriations**
  Chief Sendelbach thanked Mayor Marsh and City Manager Steve Adams for assisting him on acquiring the components of this funding opportunity. The Chief also thanked City of Loveland CFO Brian Waldes for calling this funding opportunity to his attention. Congressman Neguse has an opportunity for an appropriation. Chief Sendelbach reached out to the Congressman’s staff and has put in for a $500,000.00 request with a potential additional $250,000.00 that LFRA can request though a public/private partnership. LFRA’s partners are the surrounding fire departments who are participating with the Health and Wellness Grant. This funding opportunity would be for taking a building at LFRA’s Training Center and upgrading it into a new health and wellness center that would offer personnel medical exams, cancer screenings, and behavioral health screenings to fire personnel.

Director Adams thanked Chief Sendelbach, stating that when the Chief interviewed with the Board, he said he would not just make his needs known but he would try to find the money to fund those needs. The Chief has proven this to be true with his acquisition of grants.

- **BFPD – Station #3 (Taft CR14)**
  Chief Sendelbach stated that he had previously spoken to Director Adams in his capacity as City of Loveland’s City Manager and Chairman Swanty regarding Berthoud Fire
Protection District (BFPD) reaching out to the LFRA. BFPD had an ISO study done. Both of their stations are on a common corridor in the south and they are looking to put a station in the north. BFPD is looking at Taft and Weld County Road 14. Chief Charles of BFPD and Chief Sendelbach have met and established that the property BFPD is looking at is owned by the City of Loveland. The Chief feels that the location serves both organizations well and could possibly serve LFRA a bit better. Chief Sendelbach and Chief Charles agree if the decals were taken away from both their apparatus and they looked at what is best for the community, this piece of property is good for both organizations. Chief Charles said if he is able to secure the property and ultimately build a fire station, that he would commit a ladder as opposed to an engine to that station, which would be even more supportive of LFRA's response.

Chief Sendelbach explained that he shared this with the Board to show the relationship that LFRA has established with their neighbors and the cooperative efforts that they are trying to have as two separate organizations.

- **Strategic Planning**
  Chief Sendelbach stated the outside facilitators are coming in and the formal kick off meeting will be on May 31st in a four hour session for all of the fire chiefs. All of the preliminary work has been done. This will start the process of updating LFRA's current strategic plan.

- **Fire Rescue Advisory Commission (FRAC)**
  Chief Sendelbach said the S.W.O.T. Analysis for LFRA has already been conducted. Jon Smela will be presenting the analysis during the May 31st meeting. The S.W.O.T. Analysis was done with all operational personnel, executive staff as well as Community Safety Division.

Division Chief Smith reported the following matters to the Board:

- **Logistics Section Update**
  There is a meeting with Front Range Fire Rescue Fire Protection District (FRFR) to explore the option of combining a warehouse with them to happen later this year. FRFR is working on a remodel.

  This year, LFRA has hired a company to do hose testing and ladder testing. This testing must be done annually to meet NFPA Standards. The importance of this is third party validation and reducing liability on the organization by bringing in a company that performs this task regularly and professionally, as opposed to having a firefighter who only does the task once a year.

- **Training**
  LFRA will be hosting the Front Range Fire Consortium (FRFC) Fire Academy at the Training Center this Fall, which is currently being planned. Chief Sendelbach said for the past twenty years these trainings have been held at Poudre Fire Authority (PFA). LFRA has hosted an offshoot academy when the numbers have been too great for the
primary academy. PFA has grown to the size where they have to do their own academy, and hosting the FRFC academy would become too much of a burden on them. Currently FRFC is looking for a host agency and Chief Sendelbach would like LFRA to be a front runner to be the host agency. He feels it is important to train LFRA’s own personnel, to set the tone as to how firefighters are trained, the tactics that they deploy, and it supports their immediate neighbors. There are some of LFRA’s neighboring agencies who are unable to afford the fees associated with this training. Chief Sendelbach wants to produce a price model so their firefighters can also go through this training. The Chief does not think it makes sense that the smaller neighboring organizations are trained in a different format and would rather have consistency and standardization for LFRA personnel as well as for the neighboring personnel.

Training this month will be live fire. This is being scheduled with LFRA’s multi companies.

LFRA has completed the annual walk throughs of the City owned stations with City management to identify the needs of those stations. Chief Ward met with Wember, which is one of the Station 10 owner’s representatives, to research LFRA’s options for facility maintenance of Stations 7, 8, 9, and 10. Chief Sendelbach stated LFRA’s desire to have one facility maintenance contract to call for all aspects of maintenance as opposed to calling individual contractors to make sure all of LFRA’s facilities are maintained properly.

Recent photos were shared showing progress in the construction of Station 10. Director Adams asked if a large room in the picture would be a meeting room. Division Chief Smith replied that it would be for meetings and trainings.

There has been a kick off Station 3 meeting with the City’s Facility Maintenance and Belford Watkins Group. The floor plan of Station 3 would mirror Station 10, on a smaller scale. Station 3’s construction is being done by the City, as the City of Loveland owns it.

- **Apparatus**
  LFRA has a new Battalion 41 pickup that is getting outfitted. The process has been delayed due to supply chain issues.

- **Recruitment**
  LFRA currently has 334 applicants.

- **Dispatch Week**
  Each of LFRA’s shifts as well as Administration brought food and other forms of appreciation to those working in Dispatch.

- **Station 7 Open House / Fire Awareness**
  The arrangements for LFRA’s Open House at Fire Station 7 on May 21st from 11:00am – 3:00pm are coming along. Chief Smith stated that the event continues to add to the list
of collaborative partners to help educate residents on wildfire awareness. Chief Sendelbach stated that this public event is timely with fire conditions being what they are and thanked Chief Smith on his efforts in organizing the event.

5. Additional Business

Board Chairman Swanty asked if there was any further business.

Director Adams stated he appreciated the new reports and liked how the data is presented and the maps that were included. Chief Sendelbach said the reports are a work in progress. He stated his hope is that the reports become a predictive tool for the Board so that when LFRA talks about organizational changes, the data is available backing the decisions that LFRA is making. The Chief thanked Cheryl Cabaruvias and Diedra Bassel on their work on the reports.

Director Adams asked about the acronym "YFS" in the reports. It was stated that this stands for "Youth Fire Setter" which is an educational and intervention program for youth that show fire setter tendencies.

Director Fogle stated that he is currently sitting as the councilor liaison and Council Member Foley is sitting as the alternate for FRAC and they are planning to submit a request to Director Adams to switch positions. Director Fogle said he is overly scheduled and has too many overlaps. He stated Council Member Foley is well positioned to be a good councilor liaison.

Director Adams stated that he had told Chief Sendelbach that the City was going to include in the City’s utility newsletter a wildfire urban interface section to explain what people can do to mitigate risk when clearing their yards. Chief Sendelbach shared that LFRA is doing a guest editorial in the Reporter – Herald on this same subject.

Chairman Swanty talked about the upcoming Rural Board election.

With no further business to come before the Board, Chairman Swanty adjourned the meeting at 2:10 p.m.

The foregoing minutes, having been approved by the LFRA Board of Directors, constitute the official minutes of the meeting held on the date stated above.

Jeffrey M. Swanty, Chairman

Diedra Bassel, Secretary