



Loveland Rural  
Fire Protection  
District

## **Fire & Rescue Authority Board Meeting Minutes Thursday, May 10, 2012**

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### **Members Present:**

Board Chair Jeff Swanty  
City Manager Bill Cahill  
Rural Board President Dave Legits  
Fire Chief Randy Mirowski  
Division Chief Merlin Green  
Division Chief Ned Sparks

Mayor Cecil Gutierrez  
Rural Board Secretary Greg White  
Asst. City Attorney Teresa Ablao  
City Councilor John Fogle  
Public Safety Admin. Dir. Renee Wheeler  
BSC Roylene Sterkel

### **Visitors:**

Battalion Chief Rick Davis  
Chief Randy Leshar – Thompson Valley EMS

### **Call to Order:**

Chairman Swanty called the Fire & Rescue Authority Board meeting to order on the above date at 1:30 p.m.

### **Pledge of Allegiance:**

The Board participated in the Pledge of Allegiance.

### **Roll Call:**

Secretary Sterkel conducted roll call.

### **Award and Presentations:**

None

### **Miscellaneous Information:**

Chief Mirowski introduced Teresa “Tree” Ablao as the new Asst. City Attorney who will be the City of Loveland’s legal counsel for the Board.

Chief Mirowski introduced Chief Randy Leshar with TVEMS and Battalion Chief Rick Davis who were in attendance.

Chairman Swanty asked Rural Board Secretary Greg White if there was any news on the mill

levy results. Greg said that the election judges are still counting the ballots and we may know something on Friday or it might be Monday before we have the final results. He reiterated that they sent out approximately 11,160 ballots and have received approximately 3,500 back. They have around 500 left to count. He said that it takes a long time to manually process the ballots. There are two sets of judges (3 ea.) working on the ballots. They have done an excellent job. Greg was asked if the county could have handled the election process. He said that the county would not do it for a couple of reasons; one being it was a Special Election and the other being that since this is an election year, they won't do any other election processes between April and November of this year.

### **Consent Agenda:**

1. April Minutes were approved as written.
2. The Resolution to approve Rules and Regulations for Budgeting, Audits, and Records Retention was approved as written.
3. Randy said the approval of the new Loveland Fire Rescue Authority logo is really a formality for the Board since it has already been supported and approved.

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

### **Regular Agenda:**

#### **4. Quarterly Budget Report -**

Public Safety Admin. Director (PSAD) Renee Wheeler talked about the layout and format of the quarterly budget report *Budget Biz*. She said that the document is designed as a four section report to include the *Budget Status* section, the *Other Budgeted Resources* section, *Fire Authority Transition Highlights* and the *In the Works* section. She indicated that the budget to actual comparisons for revenues and expenditures in the Fire Authority Fund are as expected at 25% of 2012.

Chief Mirowski thanked Renee for the excellent work and attention to detail that she provided. He said that the document has been reviewed by the Rural Board as well as FRAC and feedback has been positive.

Chairman Swanty asked for any questions or recommendation. There were none.

#### **5. Resolution to Approve a Supplemental Budget Appropriation -**

Administrative Director Renee Wheeler reviewed the 2011 carryover money appropriation document. She said that the items highlighted in orange are the ones that affect the Fire Authority. Since we received grant monies to cover the cost of radios, that money can be used for overtime costs. The document has gone before City Council and the Rural Board so this is the last phase necessary for approval. The 2<sup>nd</sup> reading for the grant match money will be at the City Council meeting on May 15<sup>th</sup>.

Chief Mirowski said that the City has specific rules on appropriations to be rolled over. They must be used for on-going projects that were not completed during the previous fiscal year.

City Manager Cahill moved to approve the resolution. Rural Board President Dave Legits seconded the motion and it was unanimously approved by the Board.

## **6. Discuss the Proposed Strategic Plan -**

Chief Mirowski gave a brief history of the Plan noting that it was given to staff last year with a directive to bring it to this Board in May, 2012. He asked everyone to look at page 13 to be aware of the many people involved in the process. The Model 1 Expansion Plan has been reviewed at least 3 different times by many entities. Once the document is approved, it will be posted on the department web page and individual copies will be distributed to every fire department employee as well as each board member. Chief Mirowski asked the Board to review the document prior to the June board meeting and forward any recommendations to him. He said the document was delivered to Mary, the technical writer, last Friday for her review as well. He would like the document to be ready for production and distribution by July.

City Manager Cahill asked Chief Mirowski if he could put together a presentation for the June board meeting of the key highlights, recommendations and action items of the Plan. Chief Mirowski said that he would have a presentation ready.

## **7. Discuss Loveland Rural Fire Protection District Mill Levy Election Outcome –**

This item was covered earlier in the meeting and there is no further information available at this time.

## **8. Review Briefing Papers and Correspondence – Chief's Report**

- Chief Mirowski talked about an IGA with Thompson Valley EMS. He said that he has searched for any past IGA that may have been in place prior to his or Chief Lesher's employment. He did find a document, but it was never approved or put into action. In April, he and Chief Lesher did an IGA presentation to TVEMS. It was recommended to move forward with an IGA between Loveland Fire Rescue Authority and TVEMS.

City Manager Cahill asked Chief Lesher if TVEMS has a process in place for deployment of facilities. Chief Lesher said that their web site is a good source of information. They want to work in conjunction with the Fire Department to make sure their stations and ours are located for the best coverage for the community. He said that TVEMS is still working out of their station on Wilson even though they have rented a portion of it.

Chief Mirowski said that once an IGA is in place we can identify people with both the Fire Authority and TVEMS to plan for the future. He said there are really three parts to EMS response. Those include the public portion (prior to fire or EMS being on scene), the BLS portion, which fire can do, and the ALS portion, which TVEMS does. The current relationship between TVEMS and Loveland Fire is working very well and an IGA will help formalize the process. Chief Lesher said that the community is very well protected

between the two entities.

- Chief Mirowski talked about the Johnstown 2534 area as it relates to whether or not we will continue to use Hughes Associates to do plan reviews and inspections in that area. Chief Green spoke about the current process whereby Hughes is doing all of the plan reviews and inspections for fire suppression and building plans. He said that he will have a presentation at the June or July board meeting laying out the options that are available. Rural Board Secretary White said that currently the Rural District contracts with Hughes whereby they bill the Rural District quarterly for the work they do. This has been in place since 2007. City Manager Cahill said that there are other topics currently being discussed with Johnstown and we may want to include this as well.
- Chief Mirowski talked about the recent Rescue School that we hosted. He said that he has received more positive feedback than ever.

9. **Board Member New Business/Feedback –**

Chairman Swanty thanked Chief Leshar for attending the meeting.

With no further business at hand, Chairman Swanty moved to adjourn the meeting. Meeting was adjourned at 2:30 pm.

*Minutes submitted by Secretary Sterkel*