Meeting Called to order at 5:35 p.m.

**FRAC Present:** Chair Jon Smela, Janet Bailey, Shane Castro, Leo Wotan, Andy Anderson, Paul Pfeiffer, Elton Bingham, Chief Mark Miller, Div. Chief Ned Sparks, Div. Chief Michael Cerovski, Div. Chief Greg Ward.

**FRAC Absent:** Councilman John Fogel

1. **Minutes approval:** presented by Chairman Smela
   - Minutes from the August 8, 2019 minutes were approved as submitted.

2. **Discussion of proposed FRAC assignments:** presented by Chief Miller
   - Station 7 & 10 Update
     - Station 7:
       - Substantial completion 2/14/20.
       - Thank you Chief Cerovski for project management.
       - Station 7 Open House TBD based on weather.
     - Station 10:
       - Donation agreement in place.
       - Design and title process has begun. Chief Ward will be project manager for this station.
       - Will be similar in size to Station 7 (10,000 – 12,000 sq. ft.). No partners will be joining us for the Station 10 project.
       - Hope to break ground in about 1 year.
   - Appreciation event reminder – February 29

- **FRFR / Berthoud Fire Developments:**
  - Front Range Fire Rescue has annexed 200 +/- acres, will be residential development. They will be putting a station there.
- Berthoud is planning a station around the LOVES truck stop – Conceptual at this point.

**Strategic Plan Revision Update** Presented by Chief Ward
- Strategic Plan: 32% complete
- Add depth to on-shift Chief level leadership, reduce the span of control
- Open Station 10 in late 2022
- Eliminate the need to hire 9 new firefighters in a single year.
- Move Engine 6 and that crew to station 10, backfill station 6 with a quick response company with a 2 person crew to pair with tower 6, required staffing would return to 6 personnel – deploying model, right apparatus for response.
- Work toward 4 firefighters per engine company (assigned v. required)
- Continue to add rovers
- Required staffing on Rescue 2 and Tower 6 to 4 firefighters
- Change response plans, adding depth to the overall response system
  - Business inspection discussion

**Accreditation Cycle:** 36% complete – reevaluation every 5 years (accredited 2 years ago).

3. **2020 Strategic Plan Presentation:** Presented by Chief Miller
- **SWOT**
  - Strengths
  - Weaknesses
  - Opportunities
  - Threats
- Staffing needs/wage discrepancies
- See attached PowerPoint for full presentation.

4. **Future FRAC Project Discussion, Conclusions/Thoughts**
- **Systemic Issued**
  - CSD Staffing
  - Funding Planning
- **Chairman Smela Comments**
  - Objective – Brainstorming at next meeting
    1. Create a list of Objective ideas
    2. Set objective
    3. Timeline for next steps
    4. Gather Data/Statistics (going forward)
  - Homework for next meeting - list of possible objectives from each Board Member.
    1. Work project objective ideas:
       a. Finances
       b. Public education
       c. End goal for the Authority (Authority’s focus (ie. good fire dept vs. all encompassing Authority.))
d. LFRA efficiency
e. Timeline for next steps

5. **Public Comment (if applicable) Citizens:**
   ● None Present

6. **Motion to Adjourn:** Meeting Adjourned at 7:55 p.m. by Chairman Smela

The next FRAC meeting is scheduled for **March 11, 2020 at 5:30p in the EOC at 410 E. 5th St.**

Minutes respectfully documented by Kristi Coleman

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