

Loveland Fire Rescue Authority Board Meeting



**Police Institute
810 E. 10th Street
Loveland, Colorado 80537
Thursday, July 10, 2014**

1:00 PM



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda
Police and Courts Building, 810 E. 10th Street, Police Institute
Loveland, Colorado 80537
Thursday, July 10, 2014
1:00 PM

The Loveland Fire Rescue Authority is committed to providing equal opportunity for citizens and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. The Authority will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act. For more information, please contact the ADA Coordinator at bettie.greenberg@cityofloveland.org or 970-962-3319. Wireless access: COLGuest, accesswif

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AWARDS AND PRESENTATIONS

PUBLIC COMMENT

CONSENT AGENDA

Anyone in the audience will be given time to speak to any item on the Consent Agenda. Please ask for that item to be removed from the Consent Agenda. Items pulled will be heard at the beginning of the Regular Agenda. You will be given an opportunity to speak to the item before the Board acts upon it.

Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption of the staff recommendation for those items.

Anyone making a comment during any portion of today's meeting should come forward state your name and address for the record before being recognized by the Chair. Please do not interrupt other speakers. Side conversations should be moved outside the meeting room. Please limit your comments to no more than five minutes.

1. Consider the Minutes from the May 29, 2014 Loveland Fire Rescue Authority Board Meeting
2. Consider a Resolution to Approving an Amendment to the Exhibits attached to the Intergovernmental Automatic Mutual Aid Agreement Between Loveland Fire Rescue Authority and Johnstown Fire Protection District

End of Consent Agenda

REGULAR AGENDA

Anyone who wishes to address the Board on any item on this part of the agenda may do so when the Chair calls for public comment. All public hearings are conducted in accordance with Board By-Laws. When Board is considering approval, the Authority's By-laws only requires that a majority of the Board quorum be present to vote in favor of the item.

3. Presentation of the Technology Program



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda
Police and Courts Building, 810 E. 10th Street, Police Institute
Loveland, Colorado 80537
Thursday, July 10, 2014
1:00 PM

4. Review Briefing Papers and Correspondence
 - a. Chief's Report
 - b. Office of Emergency Management Quarterly Report
 - c. May Statistics
 - d. Fire Authority Maturation Document (draft)
 - e. Letters
5. Executive Session to Consider Candidates for the Position of Fire Chief
6. Board Member New Business/Feedback
7. Any Other Business for Board Consideration

ADJOURN

Agenda Item Cover

Item No.: 1

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Consider the Minutes from the May 29, 2014 Loveland Fire Rescue Authority (LFRA) Board Meeting

EXECUTIVE SUMMARY

The attached document, prepared by Roylene Sterkel, is a record of the May 29, 2014 LFRA meeting. It details the discussions at the meeting including the approval of the consent agenda (minutes, resolution to appropriate the supplemental budget, 2014 First Quarter Budget Biz), selection process for the Fire Chief, proposed accreditation implementation plan, report on the Training Program, and the Chief's report.

BACKGROUND

Standard meeting protocol

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Minutes



Loveland Rural
Fire Protection
District

Fire & Rescue Authority Board Meeting Minutes

Thursday, May 29, 2014

Members Present:

Board Chair Jeff Swanty
 Mayor Cecil Gutierrez
 City Manager Bill Cahill
 Assistant City Attorney Tree Ablao
 Public Safety Admin. Dir. Renee Wheeler

Rural Board Secretary Greg White
 Fire Chief Randy Mirowski
 Division Chief Greg Ward
 Division Chief Ned Sparks
 BSC Roylene Sterkel

Members Absent:

Rural Board President Dave Legits
 Councilor John Fogle

Visitors:

Human Resource Director Julia Holland
 BC Rick Davis
 Engineer Ty Drage
 Friends and Family of Mark Williams

Call to Order:

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

Awards and Presentations:

Chief Mirowski presented a "Fire Chief's Life Saving Award" to Mark Williams with Zahourek.

Public Comment:

None

Consent Agenda:

1. Consider the minutes from the April 10, 2014 Loveland Fire Rescue Authority Board Meeting.
2. Consider a Resolution to Appropriate a Supplemental Appropriation approved March 13, 2014.
3. 2014 First Quarter Budget Report – Budget Biz

Mayor Gutierrez moved to approve the Consent Agenda. City Manager Cahill seconded the motion and it carried.

Regular Agenda:

4. Consider the Selection Process for the Fire Chief:

City Manager Cahill talked about the memorandum dated May 8th that he submitted for the Board's consideration that outlines a process to select the next Fire Chief. He reiterated that under the Intergovernmental Agreement (IGA) the Fire Authority keeps the personnel of the Fire Authority under the City of Loveland. Therefore, the new Fire Chief will remain as a City of Loveland employee. However, with the evolution of the Fire Authority, the Chief will eventually report to the Fire Authority Board. It is important that the current Board be heavily involved in the hiring process. Manager Cahill reviewed a schedule of tasks in the hiring process. He will be delegating and sharing his authority, which is specified as the City Manager's by the IGA and City of Loveland Policies, with the Fire Authority Board, for the appointment of the next Chief with the Authority Board.

Human Resource Director Holland said that the job posting has been released to various fire related organizations including the State Fire Chiefs Association, International City/County Management Association, the Colorado Municipal League, City website and direct mail to selected fire chiefs and other fire personnel. To date, eighteen applications have been received and the posting will remain open through June.

City Manager Cahill stated that the process is a public one and transparency is important. There are several meeting dates in the process that don't coincide with regularly scheduled Board meetings. The Board looked at those dates and discussed the time commitments for each meeting. Human Resource Director Holland said that HR will be summarizing the applications that will move forward for the Boards review and that should help the process. Administrative Director Wheeler asked if the paperwork can be delivered to the Board members in advance of the meetings to give them time to review the information. HR Director Holland indicated that they would make every attempt to do that.

Chairman Swanty asked what expenses we are responsible for relative to the

applicants. City Manager Cahill said that usually travel expenses are included for the finalists that have to travel a long distance.

City Manager Cahill said the City is also conducting three other hiring processes for a new Public Works Director, City Attorney and Parks and Rec. Director.

5. Consider the LFRA Proposed Accreditation Implementation Plan:

Chief Mirowski said that the Board had directed staff in the December meeting to bring back a more defined implementation plan for accreditation. In the Board agenda packet he included a staff report that covered the points for implementation of accreditation and staff's recommended plan. He did an overview with a PowerPoint presentation that included four specific areas that the Board wanted to see.

- Personnel and assignments for the accreditation process
- Outline of the steps for LFRA to become an accredited fire department
- Timelines for LFRA becoming an accredited fire department
- Initial and ongoing costs for LFRA to become and maintain fire service accreditation.

Chief Mirowski said that self-assessment is most of the work that needs to get done. Re-accreditation for fire departments is every five years. Our current Strategic Plan gives us a significant "head start" in the accreditation process. He said that the majority of the administrative work can be done in-house with limited outside expenses. He reviewed the financial impacts for the Board of implementation for accreditation and on-going expenses forward. Mayor Gutierrez asked how the on-going expenses will be handled. Admin. Director Wheeler said the plan would be to submit the dollar amount in the yearly budgets with an \$8,000 "bump" every five-years for re-accreditation.

Chief Mirowski presented personnel assignments for the process that will include an Accreditation Manager (Renee Wheeler), an Accreditation Technician (FF Ty Drage) and an Administrative Assistant once accreditation is achieved. He talked about FF Drage being well-versed in the accreditation process because he is functioning in a similar role with Windsor-Severance Fire. His primary role will be to retrieve data and information to complete the self-assessment.

Mayor Gutierrez asked how the added work load might affect the working crews? Chief Mirowski said that the accreditation process has been touched on in the "Good to Great Tours" with the crews, but the actual work load impact has not. Chief Ward said that as long as the process is in line with our Vision, the crews are good with it. Chief Sparks said that the Community Safety Division has no opposition to the process and the Omega software should help with the data collection.

Admin. Director Wheeler expressed a concern about staffing and indicated that we are not proficient with Omega at this point. She said that taking on the accreditation

process will limit her work with the Police Department, but that arrangement is coming to a close anyway. Chairman Swanty said there is no agreement in place with the Police Department for Admin. Director Wheeler; it's just part of the 82% that the City pays. City Manager Cahill said that the work Admin. Director Wheeler was doing for PD has been completed. It should also be noted that the new Fire Chief probably won't have the administrative skills that Chief Mirowski has and there is no administrative support staff for the executive staff right now.

Rural Board Secretary White said the new Fire Chief may not embrace the accreditation process. Chief Mirowski said he doesn't think that will be the case. City Manager Cahill said he feels the costs for the process are very minimal for what you get from accreditation.

Mayor Gutierrez asked if the Administrative Assistant position could be moved up, possibly mid-year 2015? City Manager Cahill said it would need to be submitted for the 2015 budget and go through that process for approval. Chairman Swanty said to keep in mind that every cost incurred by the City also has an impact for the Rural District. Chief Mirowski said he would encourage moving up the process to hire an Administrative Assistant to 2015 mid-year.

City Manager Cahill moved to approve the proposed Accreditation Plan as outlined. Mayor Gutierrez seconded the motion and it carried.

6. Presentation of the Training Program:

Battalion Chief Davis presented information on the Training and Recruitment Program. He said that LFRA is recognized from outside agencies as having an outstanding training program. He said that the training area is back up and running after the September flood and we are recruiting Reserve Firefighters once again.

Chief Davis reviewed the Leadership Development Program as outlined on page 45 of the Board agenda. He said that we rely on Aims Community College for good firefighter applicants that have gone through their academy. We also use other sources for recruitment including our Website, Facebook and other area colleges. Through this recruitment process for Apprentice and Reserve Firefighters we are using the National Testing Network for the testing process. They are also used by other area fire departments including Poudre, Greeley, Evans and Arvada. So far in the process we have received eleven Reservist applications, eight of which were rejected because they didn't have the necessary qualifications. We have received 35 Part-Time Firefighter applications, 14 being rejected for the same reasons.

Chief Davis reviewed the objectives and timelines for the Training Program. Chief Sparks indicated that LFRA has higher standards for Reservists than most departments. Chief Davis said that out of six Reservists that we hired last August, four have been hired in other departments and one is moving to Kansas so we only have one remaining with LFRA. Chief Mirowski said we may need to move to a two-tier hiring process in the future.

7. Review Briefing Papers and Correspondence:

No comments.

8. Board Member New Business/Feedback:

Mayor Gutierrez noted that according to month-end information plan reviews have increased by 40% over last year. He is concerned if we can keep up with current staffing levels. Chief Sparks said the process is being looked at city-wide and considerations are being made when the new permitting center is opened. He has some concerns on how the permitting center will work for the Fire reviewers. The CSD reviewers have a lot of other duties that they perform in their job responsibilities, not just plan reviewed and inspections. The Building Department has designated reviewers and inspectors that deal only with those aspects in their daily duties. Chief Mirowski said there are concerns about workloads in this area and they are being looked at.

Chief Mirowski asked the Board if they would consider canceling the June Board meeting since this meeting is so late in the month of May. City Manager Cahill moved to cancel the June meeting. Mayor Gutierrez seconded the motion and it carried. The next regularly scheduled Board meeting will be July 10, 2014.

With no other business, LFRA Board adjourned at 3:25 p.m.

Minutes submitted by Secretary Sterkel

Agenda Item Cover

Item No.: 2

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Amendments to the Exhibits Attached to the Intergovernmental Automatic Mutual Aid Agreement Between the Loveland Fire Rescue Authority and the Johnstown Fire Protection District

EXECUTIVE SUMMARY

The amendment to the exhibits attached the intergovernmental automatic mutual aid agreement between Loveland Fire Rescue Authority (LFRA) and the Johnstown Fire Protection District (JFPD) are based on a recent evaluation of the response plans by both organizations based on resource location and availability. The areas of auto aid response are expanded for both the aid provided by LFRA to JFPD and the aid provided by JFPD to LFRA based on the relocation of LFRA Station 2 and the coverage area proposed within the plan for the development of an Authority between the JFPD and the Milliken Fire Protection District (MFPD).

BACKGROUND

The intergovernmental auto aid agreement was approved the by the LFRA Board July 22, 2013 and the City Council on August 6, 2013.

LFRA Rescue 2, (that will be moved further west when the new Station 2 opens in October), would be the second due extrication company for a traffic accident in the eastern part of the LFRA response area. The JFPD has an engine with the appropriate rescue tools that can get to that area quicker.

When the JFPD and the MFPD were evaluating their response plan for the development of an authority, it became clear that they needed a third engine for structure fires or structures threatened by fire in their response area. They have called upon the Windsor Severance Fire Protection District to provide that coverage in the north eastern portion, the Platteville Gilcrest Fire Protection District in the south eastern portion, and LFRA in the central and western portion of their response area. LFRA will only be responding actual or threatened structure fires, only. Any other aid requested other than the call types identified in the exhibit would be handled through a mutual aid agreement process, allowing for a consideration of response based on availability and system coverage.

The language of the intergovernmental auto aid agreement remains the same. The resolution for consideration would only amend the Exhibits "A" Auto Aid Response Zones (response area with a corresponding map) and "C" Auto Aid Apparatus Response by LFPD to LFRA (adding extrication on traffic accidents).

Agenda Item Cover

Item No.: 2

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



STAFF RECOMMENDATION

Approve the resolution as stated

FINANCIAL/ECONOMIC IMPACTS

LFRA could have additional costs associated with potential responses in the expanded area (fuel, overtime, and the like); however, the risk is mitigated by limiting our response to structure fires and the benefit of JFPD assistance on traffic accidents in the eastern portion of the response area is deemed beneficial.

ASSOCIATED STRATEGIC GOALS

Deploy an effective emergency response to minimize damage and loss.

ATTACHMENTS

Resolution

Amended IGA Exhibits

Original IGA

RESOLUTION # R- 034**A RESOLUTION APPROVING AN AMENDMENT TO THE EXHIBITS
ATTACHED TO THE INTERGOVERNMENTAL AUTOMATIC RESPONSE
AGREEMENT BETWEEN THE LOVELAND FIRE RESCUE AUTHORITY AND
THE JOHNSTOWN FIRE PROTECTION DISTRICT**

WHEREAS, in accordance with section §29-1-203 of the Colorado Revised Statutes, governments may cooperate or contract one with another to provide any function, service or facility lawfully authorized to each of the respective units of governments; and

WHEREAS, in accordance with C.R.S. §29-1 -201, governments are permitted and encouraged to make the most efficient and effective use of their powers and responsibilities by cooperating and contracting with other governments; and

WHEREAS, the Johnstown Fire Protection District ("JFPD") and Loveland Fire Rescue Authority ("LFRA") are independent governmental entities duly organized and existing in accordance with Colorado law are called upon to respond to emergency areas contained within their respective jurisdictions; and

WHEREAS, JFPD and LFRA (collectively, the "Participating Agencies") are called upon to respond to emergencies occurring in areas contained within their respective jurisdictions; and

WHEREAS, the Participating Agencies strive to improve the emergency services provided within their respective jurisdictions through automatic mutual aid responses; and

WHEREAS, the LFRA Board approved the intergovernmental automatic response agreement between the Participating Agencies at the July 11, 2013 board meeting; and

WHEREAS, the Participating Agencies have evaluated their response plans based on the current resource location and availability to better serve the citizens in both jurisdictions. The evaluation resulted in an amendment that expands the defined area for automatic responses to one another, said area is delineated on the Amended Exhibit A; and a revision to Exhibit C to add "Extrication on Traffic Accidents"; and

WHEREAS, notice to the Participating Agencies of fire emergencies in the designated area is made by and through the Participating Agencies' Emergency Communications Centers ("Comm. Centers"); and

WHEREAS, it is the intent and desire of the Participating Agencies to provide an emergency fire response system that meets the health, safety and welfare needs of the affected residents; and

WHEREAS, by the terms Section 1.0 of the Rules and Regulations of the Loveland Fire Rescue Authority, such agreements must be presented to and approved by the LFRA Board of Directors; and

WHEREAS, the LFRA Board of Directors finds that it is in the best interests of the Fire Authority to adopt the “Intergovernmental Automatic Response Agreement” attached hereto as **Exhibit A** and incorporated by reference (the “Agreement”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, AS FOLLOWS:

Section 1. That the Agreement is hereby approved.

Section 2. That the Fire Chief is hereby authorized and directed to execute the Agreement on behalf of the Loveland Fire Authority, subject to City Council and Loveland Fire Protection District approval and to such modifications in form or substance as the Fire Chief, in consultation with the City Attorney, may deem necessary to effectuate the purposes of this Resolution or to protect the interests of the Fire Authority.

Section 3. That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this _____ day of _____, 2014.

Jeffrey M. Swanty, Chairperson

ATTEST:

Secretary

**AMENDED EXHIBITS FOR THE INTERGOVERNMENTAL
AUTOMATIC MUTUAL AID AGREEMENT BETWEEN THE
LOVELAND FIRE RESCUE AUTHORITY AND THE JOHNSTOWN FIRE
PROTECTION DISTRICT**

Amended EXHIBIT “A” Auto Aid Response Zones

Boundaries North to Hwy 34, West to North County Road 9, South to West County Road 20C, South on South County Road 9 E until Hwy 402 (14 St SE), East to S County Road 9, South to E County Road 16, West to S County Road 11, South to E. State Hwy 60, East to Interstate 25, including the Gateway Commercial Development on the West side of I-25, South to Weld County Road 46, East to County Road 13, South to Weld County Road 42, East to County Road 17, North to County Road 16 ½, East to County Road 19, North to State Hwy 60, East to State Hwy 257, North to County Road 56, West to County Road 13 are depicted on the map entitled “**LFRA and JFPD Auto Aid Areas**”, a copy of which is held on files at the Administrative Offices of Loveland Fire Rescue Authority and the Johnstown Fire Protection District and is available for inspection by any party at any time during normal business hours.

EXHIBIT “B” Auto Aid Apparatus Response by LFRA to JFPD

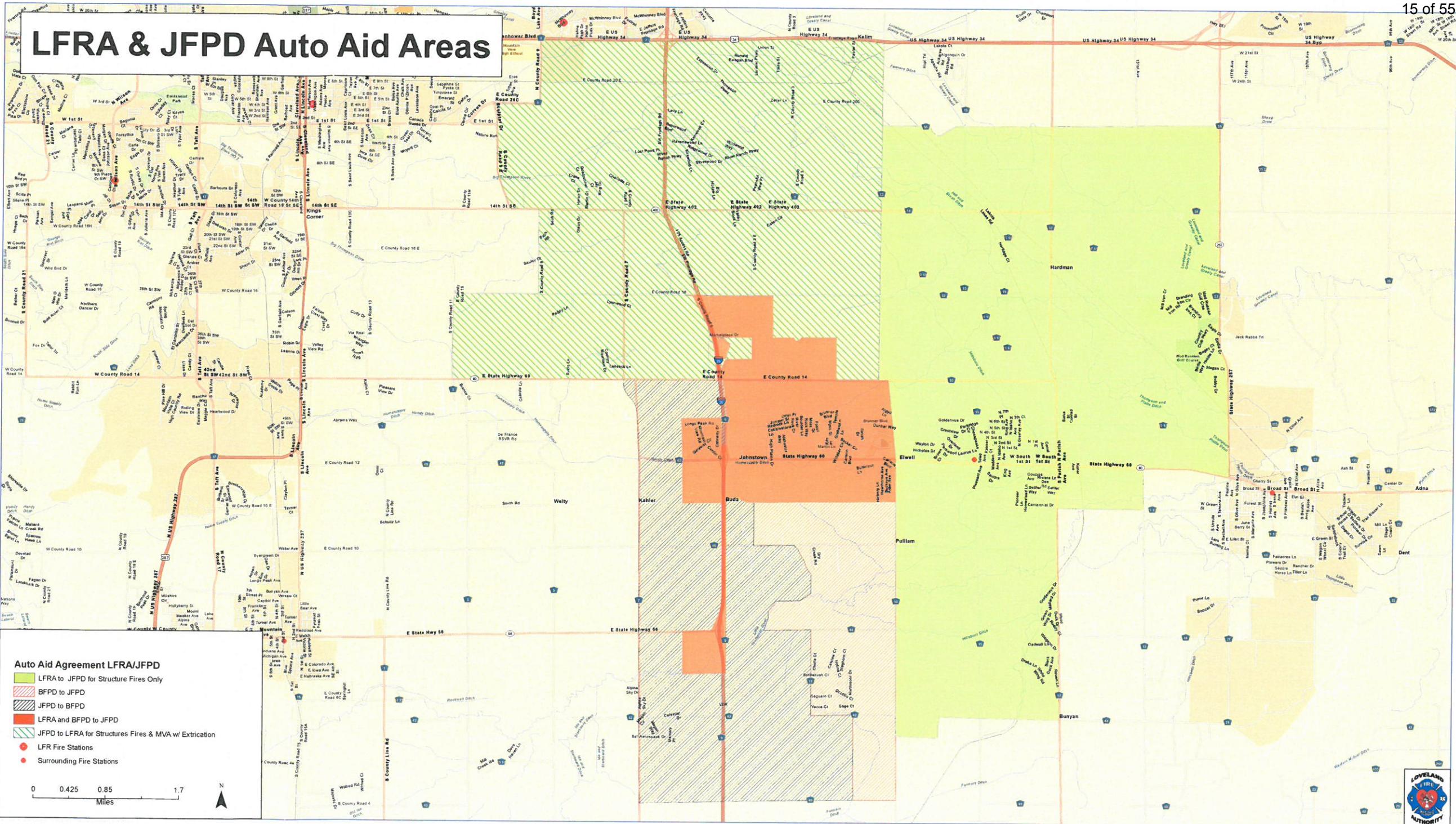
Structure Fire or Structures Threatened	1-Engine emergency response
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Amended EXHIBIT “C” Auto Aid Apparatus Response by JFPD to LFRA

Structure Fire or Structures Threatened	1-Engine emergent response
Extrication for Traffic Accidents	1-Engine emergent response

Any aid requested other than the call type listed must be done through a separate mutual aid agreement process.

LFRA & JFPD Auto Aid Areas



**INTERGOVERNMENTAL AUTOMATIC MUTUAL AID AGREEMENT
BETWEEN THE LOVELAND FIRE RESCUE AUTHORITY AND THE
JOHNSTOWN FIRE PROTECTION DISTRICT**

THIS AGREEMENT is made and entered into this _____ day of _____ 2013, by and between the Johnstown Fire Protection District ("JFPD") and the Loveland Fire Rescue Authority, ("LFRA"), concerning response to a designated area.

RECITALS

WHEREAS, in accordance with C.R.S. § 29-1-203, governments may cooperate or contract one with another to provide any function, service or facility lawfully authorized to each of the respective units of governments; and

WHEREAS, in accordance with C.R.S. § 29-1-201, governments are permitted and encouraged to make the most efficient and effective use of their powers and responsibilities by cooperating and contracting with other governments; and

WHEREAS, JFPD and LFRA (collectively, the "Participating Agencies") are called upon to respond to emergencies occurring in areas contained within their respective jurisdictions; and

WHEREAS, the Participating Agencies strive to improve the emergency services provided within their respective jurisdictions through automatic mutual aid responses; and

WHEREAS, the Participating Agencies have defined an area within which they will provide automatic responses to one another, said area being delineated in Exhibit A; and

WHEREAS, notice to the Participating Agencies of fire and rescue emergencies in the designated area is made by and through the Participating Agencies' Emergency Communications Centers ("Comm. Centers"); and

WHEREAS, it is the intent and desire of the Participating Agencies to provide an emergency fire and rescue response system that meets the health, safety and welfare needs of the affected residents.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, the Participating Agencies agree as follows:

AGREEMENT

1. Automatic Response.

a. The Participating Agencies shall provide response to each other for emergencies located in the response area described in Exhibit A, Auto Aid Response Zones, attached hereto

and incorporated herein by this reference, upon notification thereof and dispatch thereto by the Comm. Center receiving the emergency call. The response described herein shall be automatic in nature. The Comm. Centers shall make initial and contemporaneous notification of emergency dispatch to both the fire authority/department within which the emergency has occurred and the fire authority/department responding pursuant to this Agreement.

b. Cancellation of any Participating Agency's unit response shall occur only after coordinated communication between the Participating Agencies on an assigned frequency. The first arriving Participating Agency shall determine whether to cancel the response of the other Participating Agency, or, when all units from a Participating Agency are en route to an emergency call, the Participating Agency having geographic jurisdiction may cancel the response of the other Participating Agency.

2. Purpose. The purpose for such dispatch and the responsibility of the Participating Agency is limited to certain call types and the apparatus response guide shown in Exhibits B, Auto Aid Apparatus Response by JFPD to LFRA, and C, Auto Aid Apparatus Response by LFRA to JFPD, attached hereto and incorporated herein by this reference. Response by a Participating Agency to any call type not listed on the attached Exhibits B and C shall be pursuant to additional mutual aid agreements between the Participating Agencies.

3. Good Faith Discussion. In the event the responses outside a Participating Agency's jurisdiction that occur pursuant to this Agreement become a burden, the Participating Agencies agree to discuss, in good faith, amendments to this Agreement and/or other possible resolutions, but in no case shall the proposed resolution be onerous, as determined by the Participating Agencies in their sole subjective discretion, to the respective Participating Agencies.

4. Command. The first arriving JFPD or LFRA officer-in-charge shall assume command of the incident. The incident commander shall provide in-coming responders with an arrival report and shall instruct them to begin operations. Upon arrival of an officer from the Participating Agency having jurisdiction, incident command shall be passed to such officer.

5. Liability. The Participating Agencies hereto agree, notwithstanding the provisions of C.R.S. §29-5-108, that during the time that a responding Participating Agency's employees are traveling to the requesting Participating Agency's staging area or command post, any liability which accrues under the provision of the Colorado Governmental Immunity Act, C.R.S. §24-10101, et seq., (the "Act") as a result of a negligent act or omission of any of the responding Participating Agency's employees shall be imposed upon the responding Participating Agency and not the requesting Participating Agency. However, once the responding Participating Agency's employees physically arrive at the requesting Participating Agency's staging area or command post, then, in accordance with the provisions of C.R.S. §29-5-108, any liability which accrues, under the provisions of the Act as a result of a negligent act or omission of the responding Participating Agency's employees while performing duties at that time and thereafter, shall be imposed upon the requesting Participating Agency, not the responding Participating Agency. In addition, the requesting Participating Agency, to the extent permitted by law, agrees to indemnify, defend and hold harmless the responding Participating Agency against any and all judgments, costs, expenses and attorney's fees incurred by the responding Participating Agency

related to its performance under this Agreement that may result from any negligent act or omission by the requesting Participating Agency or by its employees. However, nothing herein shall be deemed a waiver of the notice requirements, defenses, immunities and limitations of liability that any of the Participating Agencies and their respective officers and employees may have under the Act and under any other law,.

6. Benefits. Pursuant to C.R.S. §§29-5-109 and 29-5-110, if any firefighter or other personnel of the responding Participating Agency is injured, disabled or dies as a result of performing services within the boundaries of the requesting Participating Agency, said individual shall remain covered by, and eligible for, the workers compensation and firefighters pension benefits which said individual would otherwise be entitled if the injury, disability or death had occurred within the boundaries of the responding Participating Agency.

7. Compensation. No Participating Agency shall be required to pay any compensation to any other Participating Agency for any services rendered hereunder, the automatic mutual aid and assistance to be afforded under this Agreement being adequate compensation to the Participating Agencies, this Agreement shall not be construed as to limit reasonable compensation, as defined in C.R.S. §29-22-104, in response to hazardous materials incidents. The requesting Participating Agency agrees that it will reasonably pursue any legal reimbursement possible, pursuant to state and federal laws and that, upon receipt of any such reimbursement (after subtracting the reasonable costs of pursuing and collecting the reimbursement), will distribute the received funds in a fair and equitable manner to the responding Participating Agencies based upon a pro rata share of their documented expenses.

8. Response Determination. Obligations of the Participating Agencies to respond pursuant to the provisions of this Agreement shall be contingent upon each Participating Agency's determination that the specified equipment and personnel are available for response and that such equipment and personnel are not needed in its own jurisdictions. The responding Participating Agency shall communicate its determination regarding the availability of equipment and personnel to the requesting Participating Agency through the Comm. Center at the time of the request.

9. Term. The terms of this agreement shall continue for a period of one year from the date hereof, and shall be automatically renewed for successive one year periods unless terminated by any Participating Agency with respect to itself.

10. Severability. If any provision of this Agreement, or the application of such provision to any person, entity or circumstance, shall be held invalid, the remainder of this Agreement shall not be affected thereby.

11. Entire Agreement. This Agreement shall not invalidate or otherwise affect any other agreement presently in effect. This Agreement represents the entire agreement of the Participating Agencies with respect to automatic mutual aid and any amendment to this agreement shall be in writing and executed by all the Participating Agencies hereto.

12. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue shall lie in the County of Larimer.

13. Assignment. This Agreement shall not be assigned by any of the Participating Agencies hereto.

14. Relationship of Participating Agencies. The Participating Agencies enter into this Agreement as separate and independent governmental entities and each shall maintain such status throughout the term of this Agreement.

15. Effect of Agreement. This Agreement is not intended to, nor should it be construed to, effect or extend the legal responsibilities of any of the Participating Agencies hereto; create or modify any preexisting legal obligations, if any; or create for or extend any of the legal rights to any person. This Agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever. Any services performed or expenditures made in connection with furnishing mutual aid under this Agreement by any of the Participating Agencies hereto shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of such Participating Agency.

16. Counterparts. This Agreement may be executed in any number of original counterparts, all of which evidence only one agreement. The Participating Agencies agree that counterpart signatures of this Agreement shall be acceptable and that execution of this Agreement in the same form by each and every Participating Agency shall be deemed to constitute full and final execution of this Agreement.

17. Headings. Paragraph headings in this Agreement are for convenience of reference only and shall in no way define, limit or prescribe the scope or intent of any provision of this Agreement,

18. Construction of Agreement. This Agreement shall be construed according to its fair meaning as if it was prepared by all of the Participating Agencies hereto and shall be deemed to be and contain the entire Agreement between the Participating Agencies hereto. There shall be deemed to be no other terms, conditions, promises, understandings, statements or representations, expressed or implied, concerning this Agreement, unless set forth in writing and signed by all of the Participating Agencies hereto.

19. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Participating Agencies hereto and the respective successors and permitted assigns.

20. Termination. Any Participating Agency may terminate this Agreement, with or without cause, upon thirty days prior written notice to all other Participating Agencies to this Agreement.

21. Notices. Any notice under this Agreement to a Participating Agency shall be effective upon receipt at the addresses set forth below.

Loveland Fire Rescue Authority: Fire Chief
410 East Fifth Street
Loveland, Colorado 80537

and

City Attorney's Office
500 East Third Street, Suite 33
Loveland, Colorado 80537

Johnstown Fire Protection District: Fire Chief
100 Telep Avenue
Johnstown, CO 80534

IN WITNESS WHEREOF, the Participating Agencies have executed this Agreement the day and year first above written.

LOVELAND FIRE RESCUE AUTHORITY:

By: Board Chair

ATTEST:

Board Secretary

Approved as to Form:

Board Secretary

Assistant City Attorney

JOHNSTOWN FIRE PROTECTION DISTRICT:

By: Board Chair

ATTEST:

Board Secretary

Approved as to Form:

Assistant City Attorney

"JFPD-LFRA Auto Aid Response Area"

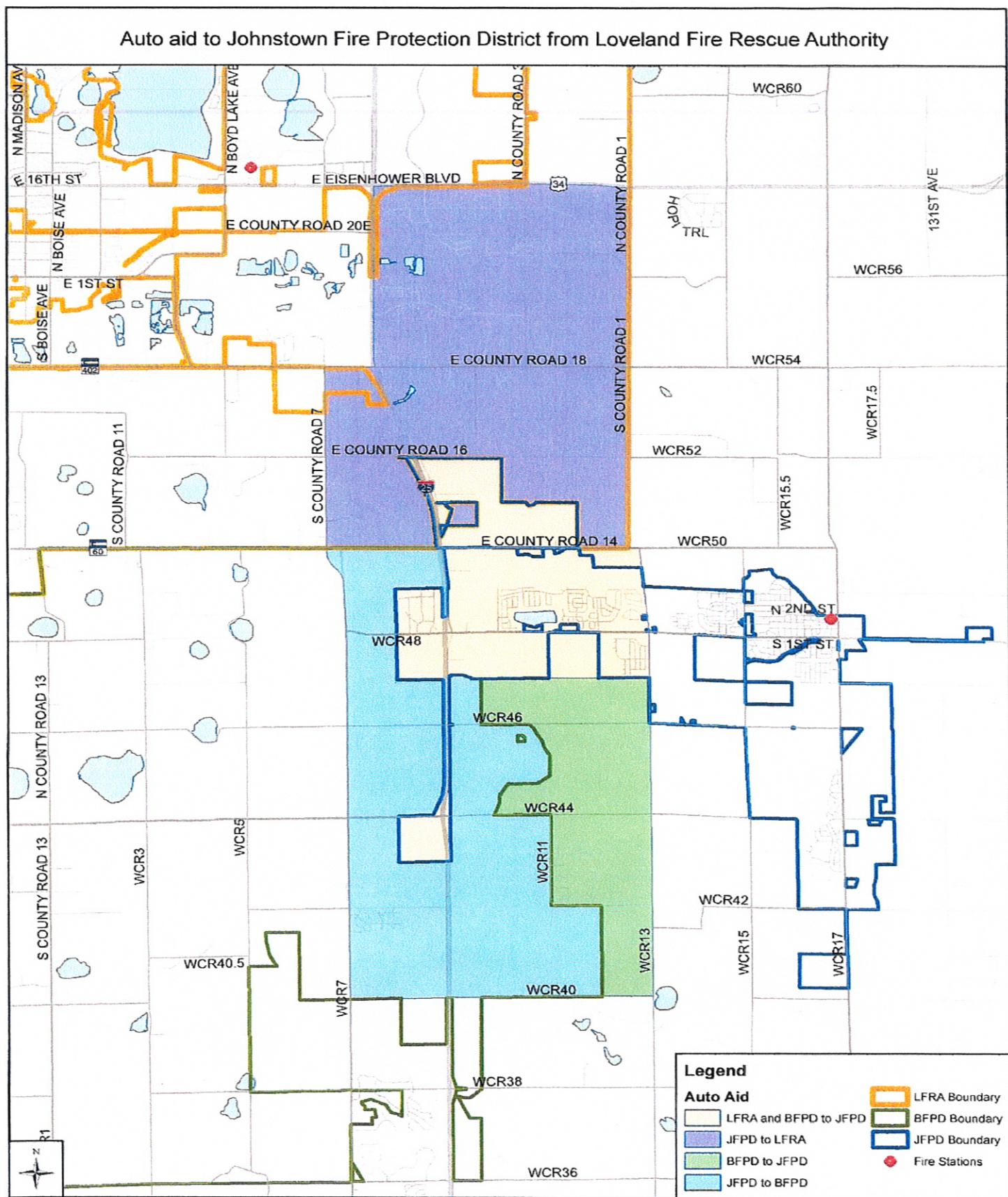


EXHIBIT “A” Auto Aid Response Zones

Boundaries North to Hwy 34, West to Interstate 25, until Hwy 402, (aka E Country Road 18), West to S. County Road 7, at E County Road 14 East to Interstate 25, including the Gateway Commercial Development on the West Side of I-25, South to Weld County Road 46, East to Weld County Road 13 are depicted on the map entitled **“JFPD-LFRA Auto Aid Response Area”**, a copy of which is held on file at the Administrative offices of Loveland Fire Rescue Authority and the Johnstown Fire Protection District and is available for inspection by any party at any time during normal business hours.

EXHIBIT “B” Auto Aid Apparatus Response by LFRA to JFPD

Structure Fire or Structures Threatened	1-Engine emergent response
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EXHIBIT “C” Auto Aid Apparatus Response by JFPD to LFRA

Structure Fire or Structures Threatened	1-Engine emergent response
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Any aid requested other than the call type listed above must be done through a mutual aid agreement process.

Agenda Item Cover

Item No.: 3

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Presentation of the Technology Program

EXECUTIVE SUMMARY

Battalion Chief Michael Cerovski will present information on the Technology Program. The attached program report highlights: program history, current status, the future of the program, a summary table of objectives and a more detailed description of the future objectives.

BACKGROUND

There will be program presentations each month for the rest of the year. The objectives of these presentations are to inform the Board about LFRA programs outside of the budget preparation discussion, help the Board to get to know command staff members, and offer command staff members the opportunity to participate at the political/governance level for professional development.

The 10-15 minutes presentations will generally include:

- a description of the program,
- highlight resources dedicated to the Program (personnel, equipment, training),
- provide visuals (pictures/demo/stats) for the type of incidents or equipment, and
- share goals and objectives for 2014 and in the future.

10-15 minutes will be allotted for questions and answers following the presentations on an as needed basis.

STAFF RECOMMENDATION

Information only

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Program Paper

Loveland Fire & Rescue Authority

Technology Program

Battalion Chief Michael Cerovski – Program Manager

Renee Wheeler – Incident Data Mgmt

Roylene Sterkel – Records Management

Jeremy Adent – Laptops

Tony Curtis – Knox Box Program

Jeremy Bell – Mapping

Ty Drage – Command Training Center

March 2014



Executive Summary

History of LFRA Technology

Prior to 2013, the existence of a Technology Program for the LFRA was informal and not all encompassing. Incident report writing and review was managed with the assistance of the Community Safety Division. Report writing was inconsistent and lacked oversight. Telestaff management of personnel shift and work assignments was limited and confined to operations personnel. Data analysis software was still in the research and implementation phase. Mobile reporting of safety inspections or preplans was not identified as a project focus. Fiber Infrastructure gaps at the fire training center and fire station #5 have been in place since the existence of these facilities, with no plan make improvements to the T1 lines supporting those facilities. Without infrastructure enhancements to two of our 7 facilities the LFRA was not in a position to explore virtual training capabilities. All mapping needs for the LFRA were addressed with the assistance of the City of Loveland GIS department. Key to this point, GIS lost a key employee to another agency, limiting GIS capabilities for local emergency services (Loveland PD, and LFRA). Data management and security requires vast improvements to structure and efficiency.

Current Status of Technology

LFRA has embraced the Technology Program and is rapidly moving forward to address gaps in technology needs for the organization. Many enhancements are underway to address gaps in technological needs for the LFRA (reference Objectives and Timelines section of this document). To summarize these efforts, the goal of the Technology Program is to ensure effective technological supports to support readiness and response efforts for the LFRA. These enhancements include data storage, report writing, system status management, fiber infrastructure, virtual training research and development, classroom training, and response data analysis for improved emergency response.

The Future of Technology

The focus over time with the Technology Program is to ensure that the relationship capabilities of the LFRA workforce are not limited by our technological readiness or response. Technological elements of the fire service must support our efforts of readiness and response to life threatening emergencies that occur with the Loveland community.

Objectives and Timelines

Timeline	Objective	Assignment
Annual	1. Maintain budget values for Technology to include: software, hardware, infrastructure, systems, and equipment.	Cerovski, Wheeler
Annual	2. Send two personnel to technology based seminar (CAD, records management, data management, NFIRS, GIS, staffing).	Cerovski, Adent, Wheeler
Annual	3. Capital depreciation replacement of PC hardware and laptop hardware consistent with IT replacement schedule.	Cerovski, Wheeler, IT
Annual	4. Capital depreciation replacement of hardware not covered by the IT replacement schedule (overhead projectors, mobile devices etc.).	Cerovski, Wheeler
Annual	5. Maintain service contracts for hardware and software needs for LFRA; to include all PC's, laptops, Omega, ETI, CAD, paging, REDZONE, Telestaff, GIS.	Cerovski, IT
Annual	6. Maintenance of system wide Knox Box Program; to include apparatus and fixed facilities as needed	Curtis
Annual	7. Maintenance of system wide mapping needs; to include street reference guides, map books, GIS mapping data, wall maps as needed.	Bell
Annual	8. Maintenance of LFRA Command Training Center technology to include PC's, laptops, iPads, and presentation hardware.	Drage
2014	9. Improvements to staffing management and deployment performance within the Telestaff Program	Cerovski, Skillman
2014	10. Improvements to report writing; to include report completion deadlines, incident report review, service delivery requiring a report, data collection and submittal to the State of Colorado	Cerovski, Sterkel
2014	11. Improvements to data storage and organization within the LFRA. This includes the development of a storage drive for large media and overhaul of the V drive document storage and associated security permissions.	Cerovski, Sterkel, Charland
2014	12. An enhancement of workstations within the battalion chief's office for acting battalion chief assignments and captain administrative functions.	Cerovski, Facilities, Holmes
2014	13. Implementation and completion of fiber infrastructure at LFRA Fire Station #5, Fire Training Center, and new Fire Station #2. LFRA FTC will receive microwave (wireless) fiber installation.	Cerovski, Burns, IT
2014	14. Implementation and completion of independent system status management screens; including monitor, all in one PC, CAD software; to all fire stations, BC Office, CSD, Executive Administration and the Fire Training Center.	Cerovski, IT, Adent

2014	15. Research and implementation of silent dispatching protocol for priority 5, 6, and 7 incident types.	Cerovski, Gilbert, Adent
2014	16. Installation completion of wireless access to fire stations 2, 3, 5 and the fire training center.	Cerovski, IT
2014	17. Replacement of classroom overhead projectors in the BC training room, administrative conference room, large and small classrooms at the FTC, and fire station #6. These projectors to be wireless capable to facilitate presentations from mobile devices.	Cerovski, IT
2014	18. Installation of digital smart board in the BC training room.	Cerovski, IT
2014	19. Complete installation and implementation of Hot Standby Server; in conjunction with Loveland PD and Loveland Emergency Communications Center	IT, Gaisford, Gilbert, Adent
2014	20. Research and evaluation of a disaster recovery server and off site back-up dispatch center; in conjunction with Loveland PD and Loveland Emergency Communications Center	IT, Gaisford, Gilbert, Adent
2014	21. Research, beta test and implementation of mobile reporting for fire site safety inspections and preplans	CSD, Sterkel
2014	22. Research, beta test and implementation of mobile data terminal usage for REDZONE surveys in the wild land urban interface.	Lyons
2014	23. Completion and implementation of Omega Software for response data analysis	Sterkel, Wright
2014	24. Training and roll-out of GIS capabilities for mapping needs for LFRA.	Bell
2014	25. Purchase of Knox box for new Truck 6.	Curtis
2014	26. Complete necessary policies to address report writing (NFIRS and EMS).	Cerovski, Command Staff
2014	27. Purchase Laptop for new TK6	Adent
2015	28. Research, complete and implement virtual training network for LFRA in-house classroom training	Cerovski, IT, Training
2015	29. Complete transition to voice over internet telephone systems in all fire stations	IT
2015	30. Complete and implement wired fiber infrastructure to LFRA FTC as well as new FTC campus.	IT
2015	31. Complete data retention schedule for LFRA recorded media.	Cerovski
2016	32. Depreciation replacement of battalion chief dash cameras	Cerovski
2017	33. Purchase of laptop system for Engine 10	Adent
2017	34. Purchase of Knox box for Engine 10	Curtis

Objective Details

Annual Objectives

1. Maintain budget values for technology to effectively address the technology efforts for the LFRA. This includes all software, hardware, peripherals, mobile technology and response technology enhancements.
2. It is important to stay in front of emerging technology opportunities for the LFRA regarding response readiness and software/hardware enhancements. It is important to send personnel involved with technology to symposiums to learn about enhancements for technology. The APCO conference (radios and mobile data terminals) and the TRICON conference (CAD and mobile data terminals) are two conferences that should be attended by LFRA personnel on an annual basis.
3. The IT Department with the City of Loveland manages the depreciation schedule for all hardware (PC and laptops, mobile data terminals). We invest in this through our financial support of the IT department. Depreciation replacement schedules ensure that hardware continues to perform at optimum standards for readiness and readiness response.
4. There are items within the LFRA that are not covered by IT for depreciation replacement. This includes projectors, cell phones and tablet devices. There is not a structured replacement schedule for these items; one is needed for effective budget management over time.
5. Service contracts for software need to be maintained to ensure we are compliant to licensing rules; as well as to ensure we are not over paying for licensing. The department specific software for the LFRA includes:
 - a. ETI – Records management (RMS)
 - b. Tri-Tech – Computer aided Dispatch (CAD)
 - c. Visinet – Computer aided dispatch records (also CAD)
 - d. Omega – Response data assessment
 - e. Telestaff – Electronic staffing management
 - f. REDZONE – Wild land urban interface preplanning
 - g. Fire Zone 8 – Preplan computer aided drawing software
 - h. Microsoft Office – Office suite for email, calendar, power point, word processor, spreadsheet management
 - i. Microsoft operating system software – included in purchase or replacement of PC, laptops, mobile data terminals
 - j. Mobile data terminal software – apparatus laptops

6. The Knox Box system secures the Knox access key for all businesses participating in the Knox box access system. This system protects the access key from being lost. There is a Knox access key system on all response apparatus and CSD staff vehicles.
7. Mapping and GIS functions ensure effective response maps for the LFRA system. There are digital and hard copy maps as well as wall maps made available for response, planning purposes and disaster management.
8. The LFRA Command Training Center is a virtual training center used for command training of officers and acting officers. This system utilizes laptops and mobile tablets that are networked for a virtual training experience.

2014 Objectives

9. Telestaff improvements will facilitate standby staffing, deployment staffing, improved staffing data collection and automated staffing management for medical leave, vacation, holiday, trades and classroom / practical training. Telestaff improvements also facilitate improved record keeping and time keeping for payroll and accounting functions.
10. Prior to 2014, NFIRS reporting and report writing oversight was not effective. Improvements will be made to report writing deadlines as well as report oversight. This includes consistency in report writing, enhanced data collection and more effective verification of appropriate report writing behaviors.
11. Prior to 2014, there is no system for storing large media such as training videos, response videos, photographs and large training presentations. All such media was stored with document management storage. Drive recovery and restoration is at risk for failure due to storage challenges. A media drive will be designed exclusively for media storage, and a redesign and improvement to document storage will be completed in 2014. Also included will be improvements and consistency in security related to storage of media and documents for the LFRA.
12. Due to captain responsibilities in an acting battalion capacity as well as program and project management for captains, a 4th work station will be added to the battalion chiefs' office at Fire Station #1.
13. Currently, Fire Station #5 and the Fire Training Center utilize a T1 internet infrastructure. This connection lacks the capacity and speed to effectively utilize the internet for video conferencing or access to large file management over the internet. In 2012, 2013, and 2014, funds have been made available to address this improvement. The improvements to these locations are still underway and are expected to complete in 2014. This includes a fiber installation at FS5 and a microwave tower installation at the FTC.
14. Status screens are real time connections to the Loveland Emergency Communications Center and are notification tools and system status management tools for emergency response. Currently 1 screen is used to manage the entire

system of 5 staffed fire stations. The threat of license violations for one system status screen as well as its ineffectiveness for 5 stations requires attention. In 2014, system status management screens will be installed in each of the 5 staffed fire stations, the battalion chief's office, the Community Safety Division, Administration Offices and the Fire Training Center. This installation will include audio pre-alert for each station as well as emergency activation buttons for each station to be used for security and safety protocols.

15. As a secondary function of item #14, research into silent dispatching will take place in 2014 to evaluate the ability to assign low priority calls for service without traditional apparatus toning for response. This objective will align with LPD response to low priority calls for service, and will assist with dispatcher workload.
16. Wireless connections for mobile data terminals and mobile reporting are needed in all fire stations. In 2014, wireless access will be completed for fire station 2, 3, and 5.
17. Depreciation of classroom projectors is not funded by the City IT department. LFRA will budget through rollover funds to replace projectors in 5 classroom locations managed by the LFRA. These devices will include wireless connection capability to facilitate the use of projectors with tablet and smart phone devices.
18. Related to #17, a digital smart board will be beta tested in the BC Training Room.
19. The LPD and LECC will complete the installation and implementation of a HOT STANDBY server with the assistance of the IT department. This will ensure a backup CAD management system for the dispatch center and mobile data terminals on response apparatus. This effort supports fire, EMS and law enforcement mobile data terminals.
20. Research and evaluate a Disaster recover server and back up dispatch center as a secondary dispatch center in the event of a catastrophic dispatch center failure or dispatch center computer server failure. This project will be completed with the assistance of LPD, the LECC, IT and the LFRA. Funds for this project may require it to be pushed to 2015 or later.
21. Research and beta test a mobile platform deployment of mobile reporting for safety inspections and business preplans.
22. Research and implementation of REDZONE software on mobile data terminals for the completion of wild land urban interface property preplans.
23. Completion and implementation of the Omega software for response data analysis for the purposes of strategic and tactical planning for response in the Loveland community.
24. Training and roll out of GIS capabilities for mapping needs for the LFRA. LFRA personnel will be trained to address GIS related needs for mapping in 2014.
25. Purchase of a Knox Box for the new Truck 6.
26. Complete necessary policy adjustments for report writing (NFIRS and EMS).

2015 Objectives

27. Research and implement a virtual training network for internet based visual and audio meeting and classroom needs. There is an identified need for a virtual training network (VTC) system for the LFRA.
28. The City of Loveland hopes to complete a change from legacy telephony to the voice over internet protocol (VOIP). This is an IT department exclusive project. There are interface requirements for VOIP and some software programs such as CAD, RMS and electronic staffing management.
29. In addition to the microwave (wireless) internet access project completed in 2014, a primary wired fiber internet project will need completion to the FTC and the new FTC campus in 2015.
30. The LFRA needs to complete a data retention and distribution policy for the department's media storage and distribution. This includes media collected by department equipment as well as personally owned equipment used by the department's personnel.

2016 Objectives

31. The LFRA needs a depreciation replacement schedule for the command 1 and 2 dash cameras. Included, research and implementation of the appropriate media collection and storage system.

2017 Objectives

32. Purchase of a laptop system for new Engine 10. This is dependent on the addition of Engine 10 and Station #10. Associated with this objective would include status screen, computer workstations and other technological needs for the new station #10.
33. Purchase of Knox Box for new Engine 10. See #32.



Agenda Item Cover

Item No.: 4

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Review Briefing Papers and Correspondence

EXECUTIVE SUMMARY

The Chief's reports include a variety of general updates including:

- Station Two Updates
- Old Fire Station Two
- FAA Annual Inspection Report for Airport
- Operations Division Report
- Community Safety Division Report
- Emergency Management Quarterly Report
- Month End Report for May (statistics)
- Correspondence
- Fire Authority Maturation issues

BACKGROUND

This section of the agenda is intended to provide general information to keep board members apprised of various project status and department updates.

STAFF RECOMMENDATION

N/A

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

- Fire Chief's Monthly Report
- Complete OEM Quarterly Report (Emergency Management)
- May Statistics
- Fire Authority Maturation Document (draft)
- Letters



Fire-Rescue Administrative Division

Chief Randy Mirowski and Public Safety Administrative Director Renee Wheeler

Month of June 2014 Overview-

The month of June was another very busy month for LFRA and our personnel. Highlighting the activity was the acquisition and work associated with new training center property at 1040 S. Railroad Ave, work associated with the development of the 2015 LFRA Budget, continued progress and work on both the old and new fire stations (two) and finally the FAA inspection for ARFF services. The interest level in the LFRA fire chief position continues to grow and many applications have been evaluated by HR during June. We had some major incidents in June and the rain/ flood related calls continued during this month.

New Fire Station Two Updates-

June was a tremendously productive month for the new fire station, located at 29th and Wilson Ave. All exterior walls and interior walls are now up with sheetrock and stucco finishing starting the last week of June. Rough in for all of the trades has been completed and site work will begin in earnest during the first week of July. The crews are making great progress and very few issues have developed. The project remains ahead of schedule and under budget. Expected completion is now at the end of September with the move-in date of October 15th still the target.

Old Fire Station Two-

On the evening of June 26th the Thompson Valley EMS Board of Directors voted to move forward with the purchase of old fire station two. This has been a lengthy process that has been going on in earnest for several years. The fire chief and the chief of EMS will continue to work together, in concurrence with the City Manager, in the construct of a purchasing contract for the property. There are still a few details to be worked out prior to the sale, but they are relatively minor issues that should pose no threat to completing this sale. With TVEMS taking over the building and operating an ALS transport unit from this station, the EMS services provided in this area will actually improve. Thus, this sale is actually a “win-win” for all involved, including our citizens.

FAA Annual Inspection at Fort Collins –Loveland Airport-

On June 26th the FAA conducted their annual inspection of the airport. LFRA's involvement and focus was on the Aircraft Rescue and Firefighting (ARFF) portion of the inspection. The FAA's review was comprehensive and covered several areas including: Equipment, Training and records, Field Operations Evaluation.

The following personnel were instrumental in the successful evaluation and review for our airport's Fire-Rescue operations.

- Engineer Chris Wining – ARFF Equipment
- Engineer Janet Probst – ARFF Training Records
- Lieutenant Eric Klaas – 2013 ARFF Program Manager
- Captain Craig Willard – 2014 ARFF Program Manager

The department passed the inspection without negative operational issues related to ARFF services.

Interest Level in LFRA Chief Position-

The fire chief's position for LFRA is nearing the end of the application period; at last count there are nearly 50 qualified applications that have been submitted. We have also continued to have interested candidates come to Loveland and visit the community and the fire stations. Our staff has been available to answer questions about the department for those traveling to Loveland and expressing an interest in the position.

Acquisition of Property 1040 South Railroad-

We spent some time in June working on several issues related to the newly acquired training center property on South Railroad Avenue. This month we got information letters out to all of the current tenants advising that the department had purchased the property and no immediate changes were to be expected. We also worked with our colleagues in the City of Loveland Facilities Department to get a property manager assigned and a place to send the checks and process the lease payments. In July both the fire chief and Ken Cooper with Facilities plan to meet personally with all of the current tenants.

2015 Budget Process -

Much work went into the submittal of the LFRA Budget draft for 2015. This process will be done differently than ones in the past with the inclusion of representatives of the Fire Authority Board and FRAC as part of the committee reviewing the proposed budget. There has also been significant work done this year, and in June Reviewing the results of the Priority Based Budgeting process and how LFRA's programs came out in the assignment of the various quartiles.

Other Fire Department Activities in June:

Numerous, important meetings and events took place in the month of June; they include:

- Completing the needed and ongoing training efforts for our firefighters
- Various board and commission meetings
- Discussions for Emergency Management
- Lincoln Hotel meetings and follow up meetings for the appeal process to City Council
- Various meetings with other chief officers in the area, focusing on improving regional response
- Rural Board Meeting
- Fire Rescue Advisory Commission Meeting
- Meeting with TVEMS Board- purchase of old fire station two
- Priority Based Budgeting Meetings
- Meetings related to the purchase of new Training Center property
- Numerous meetings with citizens and builders for development review and permitting
- Numerous public education and safety meetings
- Business safety visits (see CSD report)
- LFRA Officer Training Day at newly opened classroom at training center
- Meeting with Dr. Teresa Scott discussions and plans for LFRA Peer Review program
- LFRA facilitated an After Action Review for the DRT for LEED Fabricators
- Bluecard Training kickoff with a contingent of officers from South Adams County Fire

We maintain our diligence and our commitment to the mission of enhanced citizen service to our community and improved firefighter safety. The incidents during the month of June have challenged our personnel, but never changed or impacted our resolve. We remain dedicated to our core values; *Commitment, Courage and Compassion*, and our vision of *Taking LFRA from Good to Great and Building it to Last!*

Fire-Rescue Operations Division

Division Chief Greg Ward

June, 2014

Operations & Training Update

- Crews completed training evolutions at the McKee Office Building (5th & Cleveland).
- Annual pump testing continued and included Canyon Engine 88 and Tender 8.
- Water rescue training was conducted at Lake Loveland, Silver Lake and the Kaufman gravel pits.
- Engine 6 attended the Windsor-Severance Fire Rescue's Annual Safety Open House.
- Multiple patient vehicle accident training was conducted with Thompson Valley EMS.
- Company Qualifications Testing (CQTs) conducted for all companies over a three day period.
- Blue Card continuing education simulations completed by the crews.
- LFRA certified five personnel from South Adams County Fire Department in Blue Card.
- Crews participated in the National Night Out neighborhood gatherings.
- The FAA conducted the annual airport inspection which includes ARFF operations.
- Intelligent Firefighter Training – hostile fire events
- Conducted a live fire good vent / bad vent class for the Laramie County Community College Academy.
- Response and shift staffing planning for the implementation of the 2nd company at the new Station 2.
- Updated the auto-aid response agreement with Johnstown Fire Protection District.
- The Training Center was utilized by the following agencies in June,
 - Loveland Police SWAT – smoke house
 - SVI Fire Apparatus – pump test pit
 - Thompson Valley EMS - tower

Significant Incidents

- Residential structure fire on North Sheridan, fire contained to the stove and immediate area surrounding the stove, one victim was treated for minor burns.
- Residential structure fire on Snow Top Drive in Station 9's area. The cabin was struck by lightning causing a fire in a wall, ceiling and roof structure.
- Low angle rescue incident near Pinewood Reservoir as the result of a vehicle accident down a steep embankment.

Apparatus Updates

- New aerial tower still on schedule for a November delivery. Once construction actually starts we will receive weekly photo updates.



Apparatus Profiles
<u>Reserve Engine 7 (Type 1)</u>
2004 Spartan/Rosenbauer
<u>Engine 236 (Type 6)</u>
2013 Ford/OJ Watson
<u>Engine 294 (Type 4)</u>
1968 EX-Military 6X6
(operated in cooperation with
the Colorado Division of Fire
Prevention & Control)





Sheridan Structure Fire



Snow Top Structure Fire



Dive Rescue Training



Low Angle Rescue Incident



EMS Training w/ TVEMS



Foam Application Training



Engine 6 at the Windsor Safety Open House

Community Safety Division

Division Chief Ned Sparks

June, 2014

Update/overview of division, significant programs and projects:

The annual City of Loveland 4th of July Fireworks Show at North Lake Park has been a significant focus.

- ❖ Work continues with the Residential Sprinkler Steering committee with a side-by-side demonstration conducted on June 11th for the FRAC, CAB and Sprinkler Committee. We are still moving forward with defining options for the July meeting and begin creating the presentation for City Council.
 1. Full implementation of the IRC without amending,
 2. Amend the IRC to require duplexes and townhomes to have fire sprinklers,
 3. Continue to amend out of the IRC and work on an education program for developers/construction industry.
- ❖ Preparation for the Lincoln Hotel hearing with City Council continues.
- ❖ Lovelander Hotel - under review due to citizen complaints and work with the Chief Building Official to evaluate the structure is in the planning stage.
- ❖ Review of Antonio's Burritos – alleged code violations in the apartment building behind the business

Significant Plan Review and Inspections:

- ✖ Bronze Services addressing and building plan problems needed significant review creating a solution oriented project and a visit to the site to meet with the business/building owner and a follow up discussion with architect, planning and fire (building invited – but was not at the meeting).
- ✖ MoBetta, Bronze Services, Mirasol and Clairebridge, have had significant problems based on plan review. Plan review between Building and Fire is becoming problematic due to a need for a plan reviewer in Building, as this is impacting the Fire reviewers' time to complete projects and other duties.

**We have received some complaints from design professionals within the community that the Fire code plan review portion of the process within the City Building Permit applications has become more time consuming and challenging since the Building Department plan reviewer retired last year. We have been taking calls directly from architects to resolve problems related to building code requirements, due to lack of review comments by and response from the Building Department. ** We have been working with the Building Department to review the problems and develop some solutions. Hiring a full time plan reviewer to complete the reviews without assistance from fire code reviewers seems to be a viable option to solve many of the issues.*

Training & Public Education:

- In-service training presentation and mock evacuation drill for staff members at North Shore Manor
- Safety Sam at Windsor Fire open house event
- 3 bike helmet donation/fittings
- Safe Kids meeting
- Lauren Project Board Meeting (recapped our recent alarm canvassing event)
- Fire and Life Safety Educators of Colorado meeting
- LFRA events planning meeting
- LFRA Facebook page updates
- CPS program scheduling
- BEC standby program scheduling
- EMS training
- HR supervisor's training

Code enforcement:

- ✓ 68 total company safety assessments for May - 17 assessments required follow up visits. Crews have conducted 282 safety visits for the year to date, which have had 72 follow up visits.
- ✓ 12 liquor license permit inspections
- ✓ 3 health care inspections
- ✓ 5 new fire safety inspections
- ✓ 2 hazmat permit inspections and hearings/meetings
- ✓ 8 fireworks stand inspection
- ✓ 3 new fire safety inspections
- ✓ 3 re-inspections
- ✓ 7 hazmat permit inspections
- ✓ 2 tent inspection
- ✓ 1 special event permit inspection (Good Guys Car Show)
- ✓ 1 business Knox key update
- ✓ 1 blocked hydrant complaint investigation

Residential Sprinkler burn demonstration: Left burn cell not protected - right burn cell with Fire Sprinklers



Prior to Fire Sprinkler activation in the right burn cell - 2:55 into demonstration



Fire Sprinkler activation in the right burn cell - 3:15 into fire demonstration.



Fire in left burn cell at 5:03 – complete loss of all furnishings in the left cell and fire continuing to progress

Office of Emergency Management

Captain Pat Mialy

April 1 - June 30, 2014- Aggregate Report

Flood Recovery

- On-going recovery planning meetings
- On-going EOC improvement purchases and planning
- On-going Hazard Mitigation grant and planning meetings
- Attended Long-Term Recovery Group meetings
- Participated on Urban Land Institute's interview panel and final presentation

Operations and maintenance

- Meetings with HR to develop emergency workforce policy
- Created and submitted 2015 proposed budget
- Continued with making modifications for new EOC layout
- Facilitated NIMS training and provided compliance report for Federal reporting

Planning and Documentation

- On-going planning meetings for the development of a consolidated city communications plan that includes emergency communications and notifications
- On-going development of the city's Severe Weather and Flood Plan
- Developed and IAP for Spring Runoff
- Began development of an OEM MA with partners in Larimer County

Emergency Preparedness Relationships

- Facilitated ARES capabilities demo to LPD
- Attended Larimer County Wildland Summit and planning workshop
- Attended Larimer County Long Term Recovery meetings (flood)
- Attended MCR and MMC emergency preparedness group meetings
- Attended Thompson School District EM Prep group meetings
- Attended Larimer County Emergency Healthcare Coalition meetings
- Attended North East All-Hazards Region general and steering committee meetings
- Attended North Colorado Emergency Managers group meetings
- Attended Larimer County Emergency Managers group meetings
- Attended Weld County Multi-Agency Coordination Group meetings
- Attended Police Operations Center development meeting with Capt. McDaniel
- Attended Big T River Coalition planning meeting
- Attended High Park flood planning meeting
- Attended Division Managers meeting
- Attended Colorado Fire Chief's meeting in Vail
- Attended Larimer County's High Park Fire and Flood AAR

Grants

- Prepared quarterly reimbursement requests)
- Updated EM program work plan
- Worked with Brent to submit several letters of intent for HMGP and CBDG DR
- Submitted and was awarded \$43,458 for Parks and Rec 800 MHz radios and equipment
- Officially closed out the SAFER grant for the PTP FFs

Training and Public Outreach

- Facilitated annual Severe weather and Weather Spotter training
- Participated in community recovery informational meetings
- Attended Larimer County emergency animal rescue team development training
- Taught Emergency Management 101 course at Aims CC
- Provided OEM brief at LFRA's all officers meeting and for FRAC
- Provided OEM brief for FRAC
- Provided preparedness training to storm water engineering
- Provided flood presentation in Cheyenne FFs conference
- Provided flood presentation to City Council
- Provided emergency prep presentation to Group Publishing

Training Received

- Warfighting overview presentation
- Required training on CC presentations
- G290 Basic Public Information Officer (16 hours)
- Everbridge system administration

Exercises

- Evaluated EOC exercise in Fort Collins for MAX collision
- Participated in Captains assessment panel
- Participated in Broken Arrow exercise at The Ranch

Office of Emergency Management – Q2 Activities Report

Activities by Month

April

Flood Recovery

- On-going recovery planning meetings
- On-going EOC improvement purchases and planning
- On-going Hazard Mitigation grant and planning meetings
- Attended Long-Term Recovery Group meetings

Operations and maintenance

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- Provided OEM brief at LFRA's all officers meeting and for FRAC

Training Received

- Warfighting overview presentation

Exercises

- Evaluated EOC exercise in Fort Collins for MAX collision

May

Flood Recovery

- On-going recovery planning meetings
- On-going EOC improvement purchases and planning
- On-going Hazard Mitigation grant and planning meetings
- Attended Long-Term Recovery Group meetings

Operations and maintenance

- Continued with making modifications for new EOC layout
- Facilitated NIMS training and provided compliance report for Federal reporting

Planning and Documentation

- On-going planning meetings for the development of a consolidated city communications plan that includes emergency communications and notifications
- On-going development of the city's Severe Weather and Flood Plan
- Began development of an OEM MA with partners in Larimer County

Emergency Preparedness Relationships

- Attended Larimer County Long Term Recovery meetings (flood)
- Attended MCR and MMC emergency preparedness group meetings
- Attended Thompson School District EM Prep group meetings
- Attended Larimer County Emergency Healthcare Coalition meetings
- Attended North East All-Hazards Region general and steering committee meetings
- Attended North Colorado Emergency Managers group meetings
- Attended Larimer County Emergency Managers group meetings
- Attended Weld County Multi-Agency Coordination Group meetings
- Attended Police Operations Center development meeting with Capt. McDaniel
- Attended Big T River Coalition planning meeting
- Attended Division Managers meeting
- Attended Colorado Fire Chief's meeting in Vail

Grants

- Prepared quarterly reimbursement requests
- Updated EM program work plan
- Worked with Brent to submit several letters of intent for HMGP and CBDG DR
- Submitted and was awarded \$43,458 for Parks and Rec 800 MHz radios and equipment

Training and Public Outreach

- Participated in community recovery informational meetings
- Attended Larimer County emergency animal rescue team development training
- Provided OEM brief for FRAC
- Provided preparedness training to storm water engineering
- Provided flood presentation in Cheyenne FFs conference

Training Received

- Required training on CC presentations
- G290 Basic Public Information Officer (16 hours)

Exercises

- Participated in Captains assessment panel
- Participated in Broken Arrow exercise at The Ranch

June

Flood Recovery

- On-going recovery planning meetings
- On-going EOC improvement purchases and planning
- On-going Hazard Mitigation grant and planning meetings
- Attended Long-Term Recovery Group meetings
- Participated on Urban Land Institute's interview panel and final presentation

Operations and maintenance

- Created and submitted 2015 proposed budget
- Continued with making modifications for new EOC layout
- Facilitated NIMS training and provided compliance report for Federal reporting

Planning and Documentation

- On-going planning meetings for the development of a consolidated city communications plan that includes emergency communications and notifications
- On-going development of the city's Severe Weather and Flood Plan
- Began development of an OEM MA with partners in Larimer County

Emergency Preparedness Relationships

- Attended Larimer County Long Term Recovery meetings (flood)
- Attended MCR and MMC emergency preparedness group meetings
- Attended Thompson School District EM Prep group meetings

- Attended Larimer County Emergency Healthcare Coalition meetings
- Attended North East All-Hazards Region general and steering committee meetings
- Attended North Colorado Emergency Managers group meetings
- Attended Larimer County Emergency Managers group meetings
- Attended Weld County Multi-Agency Coordination Group meetings
- Attended Big T River Coalition planning meeting
- Attended Larimer County's High Park Fire and Flood AAR

Grants

- Prepared quarterly reimbursement requests
- Updated EM program work plan
- Submitted and was awarded \$43,458 for Parks and Rec 800 MHz radios and equipment

Training and Public Outreach

- Participated in community recovery informational meetings
- Provided flood presentation to City Council
- Provided emergency prep presentation to Group Publishing

Training Received

- Everbridge system administration

Exercises

- None during this period

April 1 - June 30, 2014 Aggregate Report

Flood Recovery

- On-going recovery planning meetings
- On-going EOC improvement purchases and planning
- On-going Hazard Mitigation grant and planning meetings
- Attended Long-Term Recovery Group meetings
- Participated on Urban Land Institute's interview panel and final presentation

Operations and maintenance

- Meetings with HR to develop emergency workforce policy
- Created and submitted 2015 proposed budget
- Continued with making modifications for new EOC layout
- Facilitated NIMS training and provided compliance report for Federal reporting

Planning and Documentation

- On-going planning meetings for the development of a consolidated city communications plan that includes emergency communications and notifications
- On-going development of the city's Severe Weather and Flood Plan

- Developed and IAP for Spring Runoff
- Began development of an OEM MA with partners in Larimer County

Emergency Preparedness Relationships

- Facilitated ARES capabilities demo to LPD
- Attended Larimer County Wildland Summit and planning workshop
- Attended Larimer County Long Term Recovery meetings (flood)
- Attended MCR and MMC emergency preparedness group meetings
- Attended Thompson School District EM Prep group meetings
- Attended Larimer County Emergency Healthcare Coalition meetings
- Attended North East All-Hazards Region general and steering committee meetings
- Attended North Colorado Emergency Managers group meetings
- Attended Larimer County Emergency Managers group meetings
- Attended Weld County Multi-Agency Coordination Group meetings
- Attended Police Operations Center development meeting with Capt. McDaniel
- Attended Big T River Coalition planning meeting
- Attended High Park flood planning meeting
- Attended Division Managers meeting
- Attended Colorado Fire Chief's meeting in Vail
- Attended Larimer County's High Park Fire and Flood AAR

Grants

- Prepared quarterly reimbursement requests)
- Updated EM program work plan
- Worked with Brent to submit several letters of intent for HMGP and CBDG DR
- Submitted and was awarded \$43,458 for Parks and Rec 800 MHz radios and equipment
- Officially closed out the SAFER grant for the PTP FFs

Training and Public Outreach

- Facilitated annual Severe weather and Weather Spotter training
- Participated in community recovery informational meetings
- Attended Larimer County emergency animal rescue team development training
- Taught Emergency Management 101 course at Aims CC
- Provided OEM brief at LFRA's all officers meeting and for FRAC
- Provided OEM brief for FRAC
- Provided preparedness training to storm water engineering
- Provided flood presentation in Cheyenne FFs conference
- Provided flood presentation to City Council
- Provided emergency prep presentation to Group Publishing

Training Received

- Warfighting overview presentation
- Required training on CC presentations
- G290 Basic Public Information Officer (16 hours)

- Everbridge system administration

Exercises

- Evaluated EOC exercise in Fort Collins for MAX collision
- Participated in Captains assessment panel
- Participated in Broken Arrow exercise at The Ranch



LOVELAND FIRE RESCUE AUTHORITY

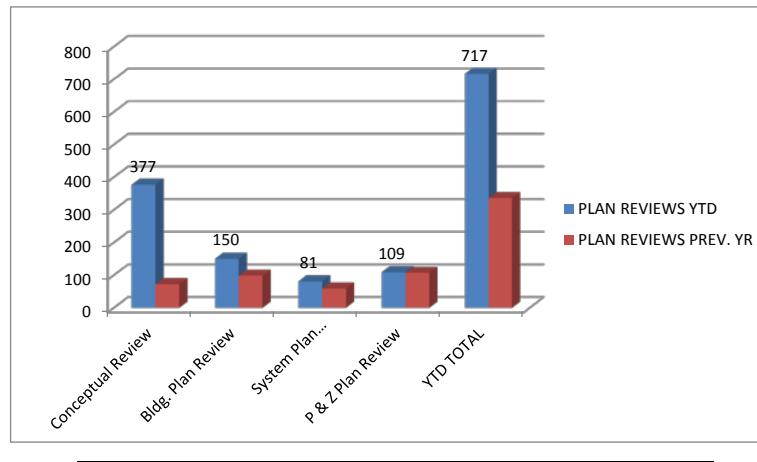
May, 2014



PLAN REVIEW STATISTICS

	City	Rural	Totals	Hours
Conceptual Design	146	3	149	77
Previous Month	86	0	86	75
Previous Year	62	10	72	87
YTD Total	365	12	377	349
Building Plan Reviews	46	1	47	95.5
Previous Month	27	5	32	69.5
Previous Year	89	9	98	99
YTD Total	140	10	150	341.5
System Plan Reviews	18	1	19	13
Previous Month	20	2	22	20
Previous Year	58	1	59	79
YTD Total	78	3	81	74.5
P & Z Plan Reviews	17	0	17	41.5
Previous Month	22	1	23	46
Previous Year	100	7	107	110
YTD Total	105	4	109	208
TOTAL REVIEWS YTD	688	29	717	
Previous Year	309	27	336	

Plan Reviews YTD

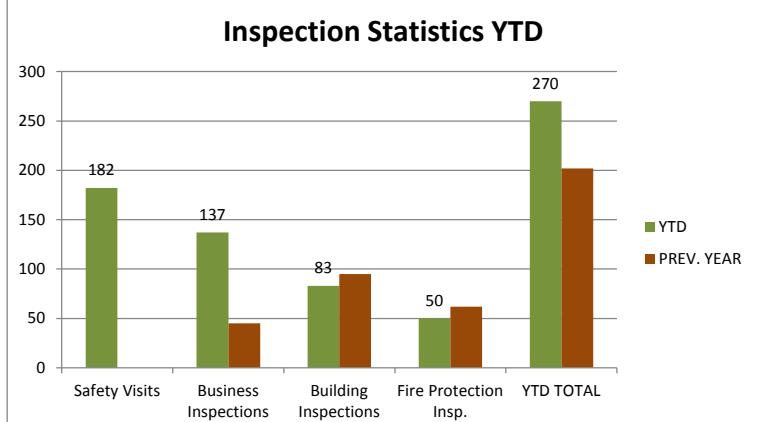


Average days in review - 15.5 days
Percent within goal time - 47% in May

INSPECTION STATISTICS

	City	Rural	Total	Hours
Eng. Co. Safety Visit*	188	0	182	92
Safety Re-Visit	20	0	20	11
Business Inspections	24	2	26	27
Previous Month	17	0	17	17
Previous Year	31	14	45	42
YTD Total	130	7	137	167.5
Building Construction	10	2	12	27
Previous Month	10	1	11	14.5
Previous Year	84	11	95	141
YTD Total	74	9	83	114.5
Fire Protection System	10	2	12	18.5
Previous Month	12	2	14	19
Previous Year	57	5	62	61
YTD Total	43	7	50	65
TOTAL INSPECTIONS YTD	247	23	270	
Previous Year	172	30	202	

Inspection Statistics YTD



*Engine Company Safety Visits are not included in YTD Totals

CSD OTHER ACTIVITIES

	City	Rural	Hours	Mo. Total	Prev. Mo.	Prev. Yr.	YTD Total	Highlights/Projects
Building/Systems Permits	12	1	2	13	13	52	74	* Safety Fair at King GMC
Hazmat Permits	8	2	3	10	12	44	42	* Bike Helmet blitz at Truscott Elementary
Tents/Special Events	3	0	0.5	3	2	6	8	* Six Safety Village presentations at Namaqua Elementary
Burn Permits Issued	0	11	1	11	22	78	73	* Common Voices fire sprinkler advocacy seminar at SMFR
Investigations	4	0	8	8	0	24	18	* Gallery Flats inspection
Service Call/Complaints	3	0	2	3	7	16	23	* Residential Sprinkler Committee meetings
Car Seats Installed	11	0	5	11	13	51	64	
JFS Program	0	0	0	0	1	3	3	
Public Education Events	8	0	11	8	4	26	29	
Total Pub. Ed. Contacts	241			241	504	1,051	1,364	



LOVELAND FIRE RESCUE AUTHORITY

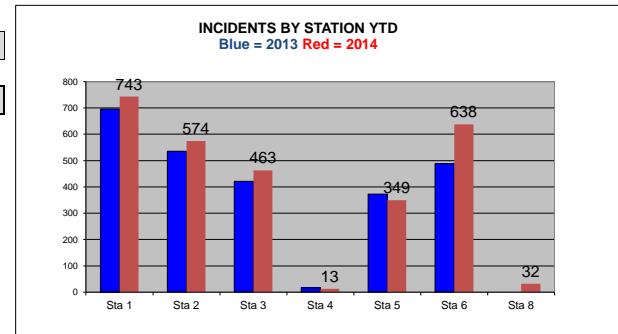
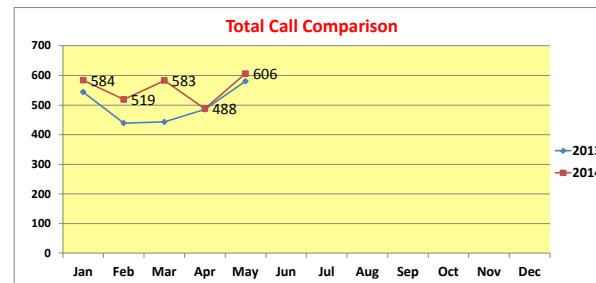
May, 2014



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CALL INFORMATION					
INCIDENT TYPE	CITY	RURAL	MO. TOTAL	YTD	% Prev. Yr.
Structure Fire (Residential)	4	1	5	19	
Structure Fire (Commercial)	0	0	0	1	
Vehicle Fire	4	1	5	11	
Grass/Wildland Fire	3	3	6	16	
Smoke/Odor Investigation	15	2	17	60	
Fire Alarm	34	5	39	230	
Other Fire	27	12	39	110	
Total Fire Related	87	24	111	447	16% 378
Total Medical (EMS)	282	34	316	1,464	53% 1,339
Motor Vehicle Accident	49	17	66	254	
Hazmat	5	1	6	59	
Water/Ice Rescue	2	1	3	5	
Carbon Monoxide	9	2	11	76	
Public Asst. (Service)	15	4	19	145	
Cancelled Enroute	38	20	58	279	
No Incident Found	7	3	10	37	
Standby	2	0	2	2	
Airport Standby	4	0	4	12	
Airport Emergency	0	0	0	0	
Total Miscellaneous	131	48	179	869	31% 816
Month-End Total	500	106	606		
Year Cumulative	2,230	550		2,780	
Percentage YTD	80%	20%			

Average Response Times YTD in Minutes	Prev. Year	Fire Confined to Room of Origin	Previous Year
Call to Tone Out	2:19	2:71	74%
Dispatch to Enroute	0.87	1.05	
Enroute to 1st Arrival	3.59	3.34	
Average on Scene	22.48	6.99	



*Station 8s #s are already part of Station 3s #s.

Training & Reserve	Hrs/Month	Hrs/Prev Month	Hrs/Prev Yr.	Hrs/Year to Date
Shift	1,016.00	1,982.00	6,367.00	6,694.00
Reservist	53.50	47.00	135.75	224.50
Admin	14.00	61.00	443.00	409.00
Total	1,083.50	2,090.00	6,945.75	7,327.50
Reservist Shift Hours	273.50	436.50	2,000.25	1,627.50

MUTUAL/AUTO AID STATISTICS YTD				
	Received	Hours	Given	Hours
Fort Collins	24	13	47	15.5
Previous Year	18	11	40	22
Berthoud	8	8	7	5
Previous Year	19	18	34	28
Windsor	26	12.5	16	5
Previous Year	20	12	13	7
Johnstown	0	0	7	6
Estes Park	0	0	0	0
Previous Year Totals	57	41	87	57
YTD TOTALS	58	33.5	77	44.75

LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$ 520,458	\$ 1,423,006	\$ -	\$ -
Commercial Structure*			\$ -	\$ -
Other Fires	\$0	\$0	\$0	\$0
Month Total	\$ 520,458	\$ 1,423,006	\$ -	\$ -
Year Cumulative	\$ 669,912	\$ 3,193,381	\$ 28,684	\$ 253,977

Specialized Disciplines Training				
YTD Courses	Prev. Yr. Courses	YTD Hrs.	Previous Yr. Hrs.	
Collapse	14	13	19	9
Rope	16	47	17.25	72
Confined Space	20	7	35.5	26
Search/Rescue	1	2	2	2.5
Water	37	30	99.5	41
TAC	7	2	10	2
Hazmat	65	46	52	66
Wildland	155	98	287	244
YTD TOTALS	315	245	522.25	462.50

Fully Developing the Loveland Fire Rescue Authority

During the 2013 LFRA Board of Directors retreat, (December 2013), an item was discussed concerning the processes for full development, or maturation, of our fire authority. It was determined that in 2014, we would identify several of the key areas associated with that development process, and begin discussions on which areas to focus attention on. For many of these items, a defined strategy for managing these issues will need to be developed in the future. The list below is a draft of issues that have been previously discussed or identified as needing to be addressed to assist in the full development of LFRA. Most of these issues have significant strategic impact on the fire authority, the member agencies and staff.

- Fire Chief Selection and Line of Authority for Supervision of Fire Chief
- Budget Process for Development and Approval of the Annual LFRA Budget
- Large Capital Replacement Fund- Fire Apparatus- To be in effect in 2017
- Fire Department Personnel Becoming Employees of the Fire Authority
- Facilities and Real Property Becoming Property of the Fire Authority
- LFRA Workforce- Moving from Three-Tiers to a Two-Tier System
- New Fire Station 10 (West in Rural District)- Funding and Cost-Sharing
- Changing Dynamics of the Big Thompson Canyon VFD & Link with LFRA
- Revisiting and/or Updating the Revenue Allocation Formula (82%-18%)
- Re-writing/ Editing IGA to Reflect the Fire Authority of the Future

From: Ward II - Joan Shaffer
Sent: Wednesday, June 04, 2014 1:43 AM
To: Randy Mirowski; Luke Hecker
Cc: Mayor - Cecil Gutierrez; Temp CCMAIL
Subject: Good work accolades...

Dear Chiefs,

I just had the opportunity to observe your team members, including TV EMS, on duty at the NE corner of 4th and Cleveland while they handled a multi-issue situation. I did not pursue or know what all the issues were, but was simply pleased to observe how well everyone worked together and did their jobs. I also very much appreciated the calm, quiet, and professional approach taken at such a late hour.

As you know with previous incidents that I have been present for, I make a point of staying out of everyone's way, while finding a moment, when doing so does not get in the way, to share my appreciation of the good work observed of those on duty.

I was particularly pleased to hear from one veteran firefighter about how proud he is to be working with the current department. I am grateful to know, Chief Mirowski, that your crew is strong, forward looking, and dedicated.

Please share my appreciation and gratitude with all.

Thank you,
Joan

Joan Shaffer
Loveland City Council, Ward II

We appreciate you!

To the members of our Fire Department

Thank you for the courage & commitment you show in helping others during crisis. You're Awesome!

Thanks for working and putting your lives on the line to put out the fires in our lives. God Bless you all!

God Bless you for your courage and commitment. May God be with you always.

Saving homes, businesses, forests and PEOPLE! what a rewarding job you have. Thank you!

Thank you for your servitude! It is so much appreciated! Thank you!

May peace & happiness be with you all as God's blessing on you for all you do for us!

Thank you for your courage and bravery in fighting the fires. God Bless you all.

Thanks

We are blessed by God to have a team of people willing to lay their life down so we can have a safer life. THANK YOU!

We are blessed for all of your selfless courage. Thank you! God Bless

THANK YOU FOR WHAT YOU DO

Facing danger in service to others - May God bless you!

THANK YOU SO MUCH FOR HEROICALLY PROTECTING LIFE AND PROPERTY IN LOVELAND. YOU ARE THE GREATEST!!

YOU ARE THE "GO-TO" GUYS FOR FIRES AND SO MUCH MORE! THANKS!!

Thank you to all the Firemen and Bless you all

You are all such a blessing to all of us in Loveland and Colorado. We are safe because of you!

A BIG THANKS TO ALL THE FIRE PERSONNEL WHO DO SO MUCH FOR ALL OF US! You Rock!!

From: Michael Cerovski <Michael.Cerovski@cityofloveland.org>

Date: June 13, 2014 at 8:09:05 MDT

To: Tim Smith <Tim.Smith@cityofloveland.org>, Greg Ward <Greg.Ward@cityofloveland.org>

Cc: Bryan Clark <Bryan.Clark@cityofloveland.org>

Subject: Customer Service Recognition

Hello Chiefs,

Today I received a phone call from Mr. Brad Hammons, retired LFRA member. He was on vacation out of the country last week and his father experienced a medical emergency while he was gone. The E3 crew led by Lt. Clark responded and provided outstanding service in Brad's mind; and he wanted to take a moment and thank us for our service to the community; as well as the special recognized service provided to a former retired members family.

Thank you Lt. Clark and thank you to your crew for your work on this incident, and you service to the LFRA community.

To The LFRA Board,

We received this e-mail from Division Chief Vander Velde of PFA; their Operations Chief. It is a very complementary memo for LFRA and particularly for Firefighter Gina Gonzales for her work in getting the PFA program set up in a very similar manner to ours (LFRA's). Gina was instrumental and the driving force in this region for large animal rescue. She is not only known regionally as a subject matter expert, but also known nationally for her knowledge, skills and abilities. This is, yet, another example of LFRA working collaboratively with our colleagues in this area to improve citizen services. It is also another example of the leadership shown by LFRA to help bring about positive change for both our organizational and operational relationships, (clearly one of our 4-R's that we have established as part of our overall Mission...). rm

From: Rick Vander Velde [<mailto:rvandervelde@poudre-fire.org>]
Sent: Wednesday, July 02, 2014 8:45 AM
To: PFA_Users; Gina Gonzales; steve.main@uchealth.org; Amy Huff; Carol Workman; webberdl@co.larimer.co.us
Cc: Randy Mirowski
Subject: Large Animal Rescue

Hi Everybody,

Today will complete the Large Animal Rescue Operational Level training for all shifts. PFA will be providing a new level of service that only two departments in the state can deliver. These two departments are the PFA and the Loveland Fire Rescue Authority, so we have Larimer County covered. This operational level fulfills the up coming NFPA 1670 Technical Rescue standard for Animal Rescue. Our station 12 personnel and our truck company personnel are our resident experts. The equipment will be housed at station 12 and Brush 12 will be the transportation vehicle to these incidents.

We are working on getting approval for this new call type. After that dispatch and Captain Kobielsz will input it into CAD. What this means for now is that if you are dispatched to a large animal rescue (livestock), please ask for the appropriate resources. Please ensure that, 1st due engine, station 12 (they could be the first due), 1 truck company, 1 of our FIC's, 1 of our BC's our Safety Officer and a med unit, are included in the response.

-The OD is now posted under 6.1.6 Technical Rescue of Animals

-Resources are posted on the intranet at Training/Technical Rescue/Large Animal

I want to thank everyone involved, our personnel who received the awareness level training, the support crews, station 12 crews and a very special thank you to Loveland Firefighter Gina Gonzales, Chief Garcia, Captain Russel, FF Hanson and extra thanks to FF Hegstrom. FF Hegstrom and FF Hanson will work with the Technical Rescue Committee, station 12 personnel and Gina Gonzales to continue the development of this program into the future.

Thank you all for your hard work and dedication,
 Vandy

Rick Vander Velde
 Operations Chief
 Poudre Fire Authority

Agenda Item Cover

Item No.: 5

Meeting Date: July 10, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Executive Session to Consider Candidates for the Position of Fire Chief

EXECUTIVE SUMMARY

A motion to go into executive session will be posed by the Chair of the LFRA Board for the LFRA Board, acting as the search committee designated by the Loveland City Manager for the hiring a new Fire Chief to consider applications for Fire Chief that have been received and meet the minimum qualifications of the job posted in order to narrow the pool of candidates to be considered for the position.

BACKGROUND

The statue statute regarding open meetings law for public bodies allows for executive sessions to review applications for non-finalists for the position of Fire Chief. All applications that have been received have been screened by the City's Human Resources Department to ensure they meet the qualifications for the job. Copies of the screened applications have been confidentially delivered by the City's Human Resources Department to the Board members under separate cover one week in advance of the meeting so that Board members have the time to review them in depth. It is the Board's objective during the executive session to select applicants that will proceed in the selection process. These candidates will be considered semi-finalists and will remain confidential pursuant to Colorado Open Meetings Law. Human Resources will distribute a supplemental questionnaire will be sent to the semi-finalists chosen during the executive session and a preliminary background check will be conducted. The Board will reconvene on July 30 for a Special Meeting in executive session to consider the information received in order to select semi-finalists to interview. The Fire Chief Recruitment Schedule was emailed to Board members June 26, 2014. This schedule is attached.

STAFF RECOMMENDATION

N/A

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

Selection of a Fire Chief is critical to the achievement of all three strategic goals.

ATTACHMENTS

Fire Chief Recruitment Schedule

Fire Chief Recruitment Schedule 2014

DATE	TASK	RESPONSIBLE PARTY
February 2014	Development of Profile for Desire Chief	LFRA Board, with input from other stakeholders (City Council; Rural Fire District Board; fire personnel; related agencies)
April 2014	Development/approval of promotional brochure	Fire and City HR staff, with final approval from LFRA Board
May 13, 2014	First use of brochure; beginning of advertising and recruitment	City HR staff, advertising based on input from Fire staff and City Manager
July 1, 2014	Close of application period	City HR staff
<u>July 10, 2014</u> Regular Mtg/Executive Session (add 2 hours to regular meeting)	Screening of paper applications to semi-finalists (probably about 12-15)	Screening by HR staff; approval of selection of semi-finalists by LFRA Board
July 11, 2014	Supplemental questionnaire to semi-finalists and preliminary background screening	City HR staff
<u>July 30, 2014</u> Special Mtg/Executive Session (1:00 -3:00)	Selection of 5-6 finalists for interview, followed by reference checking and preliminary screening (candidates to be notified 2 days prior that if chosen as finalists information may be divulged)	HR staff; selection of finalists by LFRA Board
August 20-21, 2014	Interviews of finalists	LFRA Board, with 3 supplemental panels' input to LFRA Board: <ul style="list-style-type: none"> • fire chiefs panel • departmental personnel panel • stakeholders panel (selected City management team members; partnering agencies)
<u>August 28, 2014</u> Special Mtg/Executive Session (2:00 – 4:00)	Selection of preferred candidate	LFRA Board
August 29 to September 4, 2014	Offer and negotiation with preferred candidate	City Manager, based upon parameters set by LFRA Board
<u>September 11, 2014</u> Regular Mtg	Acceptance of offer and announcement	Candidate
November 6, 2014	Start of work	Candidate