
Loveland Fire Rescue Authority Board Meeting



Police Institute
810 E. 10th Street
Police Training Conference Room
Loveland, Colorado 80537
Thursday, November 13, 2014

2:00 PM



Loveland Fire Rescue Authority (LFRA) Board Meeting Agenda
Police and Courts Building, 810 E. 10th Street,
Police Training Conference Room
Loveland, Colorado 80537
Thursday, November 13, 2014
2:00 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, accesswifi

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

SWEAR IN CHIEF MARK MILLER

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 Loveland Fire Rescue Authority Board for the October 9 Regular Board Meeting
2. Approprate the 2015 Budget
3. Presentation of the 2014 Third Quarter Budget Biz
4. Consider the Approval of a Resolution Approving an Intergovernmental Automatic Response Agreement Between the Loveland Fire Rescue Authority and the Berthoud Fire Protection District



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Police and Courts Building, 810 E. 10th Street,
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5. Strategic Plan Update

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.

6. Presentation on the Special Operations Team Program
7. Update on the Closure of the Consolidated Pension Fund to New Members
8. Presentation on Revision of the Organizational Chart
9. Review Briefing Papers and Correspondence
 - a. Chief's Report
 - b. September Statistics
 - c. Letters
10. Board Member New Business/Feedback
11. Any Other Business for Board Consideration
 - a. Briefing on Senate Bill 14-172, Concerning Employer-Paid Benefits to a Firefighter for Cardiac Illnesses Resulting from a Strenuous Work Event, and, In Connection Therewith, Making an Appropriation

ADJOURN



Agenda Item Cover

Item No.: 1

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Consider the Minutes from the October 9, 2014 Loveland Fire Rescue Authority (LFRA) Board Meeting

EXECUTIVE SUMMARY

The attached documents, prepared by Roylene Sterkel, is a record of the October 9, 2014 regular meeting of the LFRA Board. The documents detail the discussions at the meetings including the approval of the consent agenda (minutes), an update on intergovernmental agreement language related to the reporting relationship for the Fire Chief, presentation of the Communications Program, the endorsement for expanding the requirements for residential sprinklers in townhomes and duplexes, a report on the Fire Authority maturation process, 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

October 9, 2014 Minutes



Loveland Rural
Fire Protection
District

Fire & Rescue Authority Board Meeting Minutes Thursday, October 9, 2014

Members Present:

Board Chair Jeff Swanty
Mayor Cecil Gutierrez
City Manager Bill Cahill
Assistant City Attorney Moses Garcia
Rural Board President Dave Legits
Public Safety Admin. Dir. Renee Wheeler

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

Members Absent:

Councilor John Fogle
Assistant City Attorney Tree Ablao

Visitors:

Captain Greg Gilbert

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:

None

Public Comment:

None

Consent Agenda:

1. Consider the minutes from the Loveland Fire Rescue Authority Board meeting on September 11, 2014.

Mayor Gutierrez moved to approve the Consent Agenda. City Manager 2nd the motion and it carried.

Regular Agenda:

2. Update on Proposed Language for an Amendment to the Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity, Section 6.3.5 Fire Chief Reporting Responsibility.

Assistant City Attorney Garcia said there are two alternatives, but there are limits until the new Fire Chief is on board. One alternative is for the Board to give the City Manager direction on how to review the Fire Chief on an annual basis as a city employee or have this board be his employer. Another option might be to move all of Loveland Rescue Authority employees under the Board. City Manager Cahill said that the IGA is an important legal document and his direction is to have the Board establish rules and regulations to move in the direction of at least the Chief being a Board employee and eventually all employees. He said it gets a little tricky when you **are dealing with employee issues. He said that we can't do anything that is** contradictory to the City Charter.

Asst. City Attorney Garcia said he thinks a 5-year time frame would be good, but we need to start planning now. Chief Mirowski agreed with the 5-year maturation.

Chairman Swanty said that some plans for the Authority have been built on good faith and trust and if anyone within the Board leaves there could be changes. He feels like the sooner we move forward, the better.

Mayor Gutierrez asked if we should perhaps make the process a higher priority than the 5-year plan.

City Manager Cahill said that the IGA before us makes the Board responsible for moving forward and is an interim step. He said that the HR Department and City **Attorney's office need to be included in the process for all employees. He said the** item before the Board today is merely a recommendation to move forward with the process.

Mayor Gutierrez moved that Draft 3 of the IGA go before the Rural Board and City Council. Rural Board President Legits seconded the motion and it carried.

3. Presentation of the Communications Program.

Chief Mirowski said that LFRA has an emphasis on communications in our command system.

Captain Gilbert did a presentation regarding the Communication Program at LFRA.

The presentation included the history, current status and goals for the future relative to our Communications Program.

Chief Ward talked about an issue with the radio harnesses being possibly exposed in a fire situation and we have developed a solution for that situation by finding a way

to protect the cord from exposure.

Chief Mirowski said the Committee has done an excellent job in making sure our communication equipment is up to date and working at peak form. **He said it's very** important in Firefighters careers to have them manage programs because it helps with their leadership and overall skills.

4. Consider an Endorsement for Expanding the Requirements of Residential Fire Sprinklers in the City of Loveland to include Duplexes and Townhomes.

Chief Mirowski said that LFRA has been doing comprehensive work on this issue for about a year and the presentation that he is giving the Board today will go before City Council on October 28th. He shared a Power Point presentation that covered the initial direction of the steering committee, the analysis, and the final conclusions and recommendations for future actions. He asked that the Board endorse Option #1 supporting the addition of Duplexes and Townhomes (R-3's) **to what is already** required within the City of overland for multi-family occupancies for residential fire sprinklers.

Mayor Gutierrez asked who will put in the sprinkler systems. Chief Mirowski said that the current sprinkler contractors will continue to install the systems. A company must have a Fire Sprinkler Contractors License in the City of Loveland to install. **The question was asked as to why plumbers can't do the installs** because it might be cheaper. Chief Sparks said that insurance rates for plumbers go up substantially due to the liabilities if there is a fire.

Mayor Gutierrez said that most of our structure fires occur in single family residence. Chief Ward said that is true but when we do have a multi-family incident it becomes a much greater life safety issue and the number of resources goes up substantially.

Chairman Swanty thanked the committee for their research and diligence in getting to this step. As seen in the presentation, Chief Mirowski asked the Board to approve the recommendation of a five-year plan that would include Community Education (1 to 1-1/2 years), create meaningful incentives to encourage installation of residential sprinklers (2-3 years) and adopt residential sprinkler code in 2018. He also said the five-year plan will give us time to work with surrounding communities to get them on board.

Mayor Gutierrez asked if this is only within the City limits. Chief Sparks said it is. He met with County Commissioners about a year ago and they are not in favor of having this type of plan in place in the rural areas. Chief Sparks said the plan will go before City Council, but will take until January, 2016 to implement if City Council approved the plan.

City Manager Cahill moved to support the addition of Duplexes and Townhomes for sprinkler requirements. Rural Board President Legits seconded the motion and it carried.

5. Report on the Fire Authority Maturation – Current and Future Issues for Consideration by the Loveland Fire Rescue Authority Board.

Chief Mirowski said that we took information from the Fire Authority Board Retreat in December, 2013. The Board discussed the need to evaluate and develop a list of issues/items that would be related to bringing about the full maturation of the Loveland Fire Rescue Authority. Staff put together an initial draft and presented the identified issues to the Board earlier in 2014.

The Board discussed the different ways we can attain Maturation. Chairman Swanty asked if the Chief can be separated from the employees in the process and if that would speed up the process. City Manager Cahill said there could be issues with benefits, equity, moral, etc. brought out after initial conversations with HR. He said we **need to “brainstorm” with HR and legal staff to think of all the possible problems** and then work to fix them.

Chief Mirowski said that even though Poudre Fire is an Authority and separate from the City of Ft. Collins, fire personnel still have city benefits. We need to find out how that works.

City Manager Cahill moved to place this item on our short-term actions list even though it might not be fully implemented within that time frame. Mayor Gutierrez seconded the motion and it carried.

6. Review Briefing Paper and Correspondence.

See Board agenda packet – no comments.

7. Board Member New Business/Feedback.

- Chief Mirowski reminded everyone about the open-house for the new fire station 2 on October 25th from 11:00-3:00. Invitations will be going out in the next few days. He said the only real issues left are the landscaping and irrigation problems and the contractor is working to get those fixed prior to the open house. The contract for TVEMS to purchase the old fire station 2 has been approved through our legal department and is now back in the hands of TVEMS.
- Mayor Gutierrez asked if Chief Miller will be in attendance at the next Board meeting on November 13th? Chief Mirowski said that he would be in attendance and they are working together on a daily basis via email and phone conversations.
- City Manager said the appeal on the Lincoln Hotel has been a lengthy process but progress is being made and he hopes to take the issue to City Council on October 21st.

8. Outcome of the Legal Representation for other Fire Authorities Survey.

Public Safety Admin. Director shared information relative to a survey of Fire Authority legal representation and said that most of the Authorities she checked with use outside counsel.

Chairman Swanty said he is concerned about a conflict of interest between the City and the Board if we have only City Attorney. City Manager Cahill said he agrees that

outside council is a good idea.

City Manager Cahill said the City can provide the Board what they are currently spending with City staff and then we should check with surrounding Authorities who **have outside council and compare costs. Rural Board Secretary White said he isn't** sure that the Board needs legal counsel present for every Board meeting, depending on what is on the agenda. Asst. City Attorney Garcia said the Board could use in house legal counseling until a conflict of interest is identified and then go to an outside source.

Mayor Gutierrez suggested that we do further research on what outside costs might be. Chief Mirowski said he will follow up with Chief Dement with PFA and see how they work. Chairman Swanty asked if Public Safety Admin. Director Wheeler could contact one of the attorneys on her list and have them do a presentation for us. She will follow up with Bob Cole to see if he can come to our next Board meeting.

With no further items to discuss Chairman Swanty adjourned the meeting at 3:30.

Agenda Item Cover

Item No.: 2

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

A Resolution Making an Appropriation for the Fiscal Year Beginning January 1, 2015 and Ending December 31, 2015 for the Loveland Fire Rescue Authority

EXECUTIVE SUMMARY

The Authority Board held a public hearing and approved a budget for the operations of the Loveland Fire Rescue Authority in the amount of \$11,896,420 on September 11, 2014 along with the schedule of rates, charges and fees. Both partner organizations have approved this same budget. The City of Loveland approved the LFRA Budget October 14, 2014 and appropriated the City Budget (including the contribution to LFRA) on second reading at the City Council meeting on October 21, 2014. The Loveland Rural Fire Protection District approved both the LFRA Budget August 6, 2014 and the Rural District budget (including the contribution to LFRA) on November 5, 2014. The final step in the budget process for the Authority is to appropriate the budget for the 2015 fiscal year.

BACKGROUND

In compliance with the intergovernmental agreement Article IV: Section 4.1 the Board has submitted the 2015 budget to the governing bodies for their approval. Both the Rural District Board and the City Council have approved the budget; and therefore, the final action for the Authority Board is to appropriate the budget for 2015.

The partner contributions are calculated as agreed upon in the intergovernmental agreement as 82% from the City and 18% from the Rural District. These contribution percentages are based on the net expenditure budget (expenditures less the revenue that can be generated by the Authority through it can generate).

Total Expenditure Budget for Appropriation in 2015	\$11,896,420
Total Projected Revenue from Fees	227,210
Net Expenditure Budget for the Calculation of Partner Contributions (expenditures less revenue)	\$11,669,210
City Contribution: 82% of Net Expenditures (rounded to meet City's budget requirements)	9,568,750
Rural Contribution: 18% of Net Expenditures	2,100,460

STAFF RECOMMENDATION

Approve the resolution to appropriate the LFRA budget for 2015.

Agenda Item Cover

Item No.: 2

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



FINANCIAL/ECONOMIC IMPACTS

Legally establish the operations budget for LFRA in 2015 at \$11,896,420.

ASSOCIATED STRATEGIC GOALS

Resources necessary to advance all three primary goals in the Strategic Plan:

- Deploy an effective emergency response to minimize damage and loss.
- Minimize and mitigate the risks of an emergency response in the community.
- Deliver cost effective services.

ATTACHMENTS

Resolution

Budget Summary

RESOLUTION NO. R-038

A RESOLUTION MAKING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND ENDING DECEMBER 31, 2015 FOR THE LOVELAND FIRE RESCUE AUTHORITY

WHEREAS, the Loveland Fire Rescue Authority (“LFRA”) held a public hearing on September 11, 2014 at which the 2015 Budget and rates, charges and fees were presented, approved and adopted; and

WHEREAS, the Loveland Rural Fire Protection District approved the LFRA 2015 Budget and rates, charges and fees at their board meeting on August 6, 2014; and

WHEREAS, the City of Loveland also approved and adopted after public hearing, the LFRA 2015 Budget and rates, charges and fees at the City Council meeting on October 14, 2014; and

WHEREAS, LFRA desires to make an appropriation for the budget year beginning January 1, 2015.

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

Section 1. That out of estimated resources to be derived from all sources set forth in the 2015 Budget including fees and contributions from the Loveland Rural Fire Protection District and the City of Loveland, there is hereby appropriated \$11,896,420 for the Loveland Fire Rescue Authority for the fiscal year beginning January 1, 2015.

Section 2. That as provided in Article IV: Section 4.1 of the Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity, this Resolution shall be published in full by the Board Secretary.

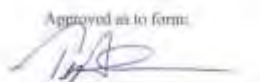
Section 3. That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this 13th day of November, 2014.

ATTEST:

Jeffrey M. Swanty, Chairperson

Secretary

Approved as to form:

Teresa Ablan
Assistant City Attorney

2015 Loveland Fire Rescue Authority Budget

Fire Authority Fund						% Change		
2013 Actual	2014 Adopted Budget	2014 Revised Budget (June)	2015 Proposed Base	2015 Proposed Supplementals	2015 Total Proposed Budget	2015 % of Total	2015 Prop to 2014 Adopted	2015 Prop to 2014 Revised
Revenues:								
Taxes (General Fund Revenue)								
Charges for Services (Permits)	153,411	146,130	146,130	158,210	158,210	1.3%	8%	8%
Intergovernmental:								
City	7,669,606	8,662,742	9,050,230	9,403,810	9,568,750	80.4%	10%	6%
Rural District	1,823,626	1,901,578	1,986,640	2,064,250	2,100,460	17.7%	10%	6%
Other (Grants, Other Agency Deployments, Interest)	141,299	22,000	27,290	69,000	69,000	0.6%	214%	153%
Total Revenues	\$9,787,942	\$10,732,450	\$11,210,290	\$11,695,270	\$11,896,420	100.0%	11%	6%
Expenditures by Account Class:								
Personnel (Salaries and Benefits)	7,604,362	8,104,970	8,159,170	8,566,360	8,686,540	73%	7%	6%
Supplies	408,622	456,190	564,580	433,650	455,020	4%	0%	-19%
Services (Includes City Indirect Service)	1,764,525	2,074,470	2,295,720	2,637,420	2,637,420	22%	27%	15%
Capital	283,376	96,820	190,820	57,840	117,440	1%	21%	-38%
Total Expenditures	\$10,060,885	\$10,732,450	\$11,210,290	\$11,695,270	\$11,896,420	100%	11%	6%
% change								
Excess or Deficiency of Revenues Over or Under Expenditures (1)	-272,943	0	\$0	\$0	\$0			
Fund Balance (Beginning January 1)	290,339							
Fund Balance (Ending December 31)	17,397							
Expenditures Restated by Service Division:								
Fire Operations	8,007,912	8,413,030	8,696,730	9,176,380	9,333,250	78%	11%	7%
Community Safety	865,321	926,420	663,090	678,210	678,210	6%	-27%	2%
Admin Division w/o City Admin (2)	305,903	341,390	798,860	737,970	782,250	7%	129%	-2%
Administrative Services Provided by the City	881,749	1,051,610	1,051,610	1,102,710	1,102,710	9%	5%	5%
Total Expenditures	\$10,060,885	\$10,732,450	\$11,210,290	\$11,695,270	\$11,896,420	100%	11%	6%
Full Time Equivalent Employees:								
Full Time Employees- Benefited	75.0	81.0	81.0	81.0	83.0	93.2%		
Part Time Employees - Benefited	0.0	0.0	0.0	0.0	0.0	0.0%		
Part time Employees - Non-Benefited	6.1	6.0	6.1	6.1	6.1	6.8%		
Total	81.1	87.0	87.1	87.1	89.1	100.0%	2%	2%

(1) City's contribution during the year was net of the advance to cover cash flow related to grant receipts in the previous year (draw down fund balance).

(2) Emergency Management and software maintenance expenditures were moved into Administration starting with the 2014 Revised Budget

Agenda Item Cover

Item No.: 3

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



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TITLE

2014 Third Quarter Budget Report – *Budget Biz*

EXECUTIVE SUMMARY

The 2014 third quarter budget report is submitted for the Board's review of the LFRA budget performance. It is intended to report all resources committed to the Fire Authority operations and capital. There are three sections of the report the Budget Status, Other Budgeted Resources, and In the Works.

BACKGROUND

The *Budget Biz* report is intended to highlight budget performance and issues that influence the resources available to deliver the mission of the LFRA. The primary audience is the LFRA Board, but it is available to the public. It is currently on the LFRA Board page of the website. It is designed as a three section report. The *Budget Status* section of the report highlights the comparisons of the budget to actual revenues and expenditures in the Fire Authority Fund. The *Other Budgeted Resources* section highlights other resources within the City that are appropriated for Fire. The *In the Works* section highlights processes that are necessary to secure resources for the Fire Authority and features initiatives or major purchases that are not yet complete but impact the budgetary comparisons in future reports.

The budget to actual comparisons for revenues and expenditures in the Fire Authority Fund are presented at 75% of 2014. Revenues in the Fire Authority Fund are at 64% of the annual budget, compared to 69% last year. Expenditures in the Fire Authority Fund are at 67% of the annual budget, compared to 66% last year.

STAFF RECOMMENDATION

Information Only

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

Deliver cost effective services.

ATTACHMENTS

Quarterly Budget Report – *Budget Biz*

2014



Budget Biz

Quarter 3 (July - September), Issue 9

Welcome to the ninth issue of the quarterly budget report for the Loveland Fire Rescue Authority (LFRA). This report is designed to provide information related to fiscal accountability. It is available on the website and accessible to anyone that is interested. It is designed to assist the LFRA Board with monitoring the budget status for all resources that assist with delivering service to the citizens of the City of Loveland and the Loveland Rural Fire Protection District.



There are three sections of the report: LFRA Budget Status, Other Resources, and In the Works. The Budget Status section will highlight the budget status for revenues and expenditures for the Fire Authority Fund from year to date, through September, 2014. The expenditures will be presented by program and account category at the department level. Each of these financial presentations include variance explanations when the current percentage of the total budget is significantly different from the percentage of the year (i.e., first quarter is 75% of the year). There are resources outside of the Fire Authority Fund that are critical to our service delivery mission. The Other Resources section is devoted to highlighting the status of budgets that are outside of the Fire Authority Fund. The next section of the report provides status information on the various processes used to develop long term and short term operational and capital planning. It is also intended to highlight significant financial transactions or strategies that the department is working on to advance the strategic plan and deliver cost effective services.

Quarter 3 at 75% of 2014

- Operations revenues are at 64% of the revenue budget compared to 69% last year.
- Operations expenditures are at 67% of the annual budget, compared to 66% last year.
- Station 2 construction progress is on target for an October opening.
- \$11.9 million budget was adopted by LFRA for 2015, including two new positions: Training Firefighter and Administrative Analyst. The Rural District approved the budget and it is being considered by the City of Loveland on October 14, 2014.
- Chief Mark Miller from Vail, Colorado was selected as the next LFRA Fire Chief beginning November 10, 2014.
- An ISO review is scheduled for January, 2015 and a consultant is under contract to assist with the preparation and review.
- A total of \$594,039.42 September 2013 Flood response and damage expenditures were submitted to insurance and FEMA; \$514,471.33 or 86.7% was recovered.
- The LFRA Board approved moving from a three tiered staffing model to a two tiered staffing model in a way that supports the Big Thompson Canyon Volunteer Department with recruitment and retention.
- Twenty seven LFRA members in new positions this quarter were pinned and trained in preparation for the new Station 2 opening.

Inside this Issue

Budget Status (Revenue)	2
Budget Status (Expenditures)	4
Other Resources	6
In the Works	6

Through commitment, compassion and courage, the mission of the Loveland Fire Rescue Authority (LFRA) is to protect life and property.

2014

LFRA Budget Status - Revenue

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Loveland Fire Rescue Authority

Budget Revenue Report

Quarter Ending 9/30/2014, 75% of the Year

Segments/Accounts	Total Budget	YTD Rev*	Total Variance	Total % Uncollected	Total % Collected
Investment Activity as a % of the Total City Investment Pool					
Interest On Investments	\$0.00	\$696.14	-\$696.14	0.00	100.00
Gain/Loss On Investments	0.00	-25.42	25.42	0.00	100.00
SubTotal : Investment Activity	\$0.00	\$670.72	-\$670.72	0.00	100.00
Community Safety					
Special Events (1)	30,000.00	24,010.00	5,990.00	19.97	80.03
Miscellaneous	0.00	393.00	-393.00	0.00	100.00
Gifts/Donations (2)	5,290.00	5,292.00	-2.00	-0.04	100.04
Building Permits (3)	44,880.00	43,008.49	1,871.51	4.17	95.83
Contractor Licenses	4,000.00	4,000.00	0.00	0.00	100.00
Fire Permit & Inspection (3)	20,000.00	22,382.00	-2,382.00	-0.12	100.12
Firework Stand Review	12,000.00	12,350.00	-350.00	-2.92	102.92
Rural Fire Inspection Fee (3)	5,000.00	12,467.20	-7,467.20	-149.34	249.34
SubTotal : Community Safety	\$121,170.00	\$123,902.69	-\$2,732.69	-2.26	102.26
Station Operations					
Federal Grants (4)	0.00	89,698.15	-89,698.15	0.00	100.00
State Grant (4)	0.00	14,949.69	-14,949.69	0.00	100.00
Standby Reimbursements (Misc) (6)	0.00	408.30	-408.30	0.00	100.00
Academy Training (5)	27,750.00	18,271.68	9,478.32	34.16	65.84
SubTotal : Station Operations	\$27,750.00	\$123,327.82	-\$95,577.82	-3.44	103.44
Technical Response and Systems					
Hazmat Mitigation	2,500.00	0.00	2,500.00	100.00	0.00
SubTotal : Technical Response and Systems	\$2,500.00	\$0.00	\$2,500.00	100.00	0.00
Administration					
Emergency Mgmt Grant (7)	0.00	10,158.92	-10,158.92	0.00	100.00
Miscellaneous (8)	2,000.00	5,766.95	-3,766.95	-1.88	101.88
Federal Grants	0.00	1,918.00	-1,918.00	0.00	100.00
Other Agency Deployment	20,000.00	0.00	20,000.00	100.00	0.00
Insurance Recoveries (4)	0.00	4,966.00	-4,966.00	0.00	100.00
Contribution - Rural Fire District (9)	1,986,640.00	1,235,291.00	751,349.00	37.82	62.18
Contribution - Loveland (9)	9,050,230.00	5,627,436.00	3,422,794.00	37.82	62.18
SubTotal : Administration	\$11,058,870.00	\$6,885,536.87	\$4,173,333.13	37.74	62.26
Grand Total : (10)	\$11,210,290.00	\$7,133,438.10	\$4,076,851.90	36.37	63.63

*YTD = Year to Date, Rev = Revenue

Revenue Variance Explanations



LFRA Budget Status - Revenue

Variance Explanations - Revenue

(1) Special Events

Budweiser Event Center Standby.

(2) Gifts / Donations

Donation money collected over time; appropriated and used for the purchase of smoke and carbon monoxide detectors.

(3) Building Activity

Variances are a function of building activity in the community.

(4) Flood Response and Damage Reimbursements

FEMA money and insurance reimbursements from the flood damage in September 2013; total of \$109,613.

(5) Academy Training

Training Center Fees: Burn Building and Command Training Center.

(6) Standby Reimbursements (Misc)

Thompson School District Board Meeting Standby.

(7) Emergency Management Grant

Emergency Management Grant: 1st Quarter reimbursement grant has been received. This has not been included in the adopted budget, as the State had been slow to release the funds.

(8) Miscellaneous

Admin Miscellaneous includes the Yuma County reimbursement of equipment purchase we made on their behalf when we bought similar Emergency Management equipment.

(9) Contributions

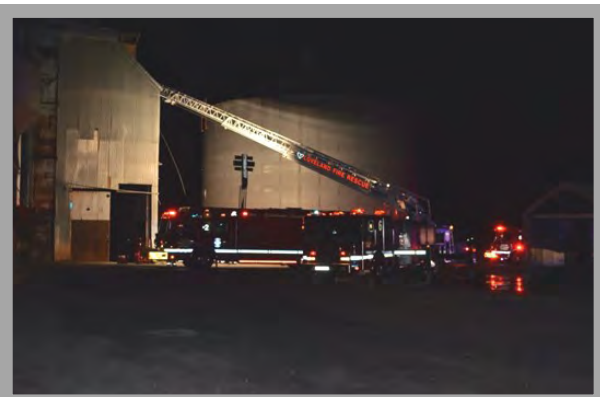
Includes the cash flow advance in January equal to one month of the originally adopted annual budget.

(10) Grand Total

This year LFRA has collected 64% of the revenue budget compared to 69% of the budget.



**Building Shoring
Operation**



**Vehicle Fire
with
Extension
into
Commercial
Building**

**(Sugar
Factory Site)**



LFRA Budget Status - Expenditures

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Loveland Fire Rescue Authority Authorized Spending Report by Division and Program Quarter Ending 9/30/2014, 75% of the Year

Segments	Total Budget	*YTD Exp	*YTD Enc	Total Available	Total % Available	Total % Spent
Community Safety						
Prevention	\$194,070.00	\$120,437.65	\$270.00	\$73,362.35	37.80	62.20
Business Inspections	156,120.00	102,222.34	0.00	53,897.66	34.52	65.48
Permitting and Development Review	314,530.00	213,587.65	234.84	100,707.51	32.02	67.98
Community Safety	664,720.00	436,247.64	504.84	227,967.52	34.30	65.71
Station Operations						
General Station Operations	\$7,168,760.00	\$4,783,718.21	\$39,441.65	\$2,345,600.14	32.72	67.28
Training	95,440.00	42,407.99	22,004.69	31,027.32	32.51	67.49
Station 1	46,440.00	25,003.31	1,035.89	20,400.80	43.93	56.07
Station 2 (1)	9,550.00	3,576.28	353.97	5,619.75	58.85	41.15
Station 3	7,630.00	5,277.72	86.56	2,265.72	29.70	70.31
Station 5	7,600.00	3,883.74	155.50	3,560.76	46.85	53.15
Station 6	9,530.00	6,322.50	120.28	3,087.22	32.40	67.61
Health and Safety	83,620.00	29,164.40	18,958.31	35,497.29	42.45	57.55
Station Operations	\$7,428,570.00	\$4,899,354.15	\$82,156.85	\$2,447,059.00	32.94	67.06
Technical Response and Systems						
Special Operations (1)	102,160.00	39,881.20	650.85	61,627.95	60.33	39.68
Wild Land	48,210.00	29,989.30	707.52	17,513.18	36.33	63.67
Emergency Medical Service	23,050.00	10,928.58	3,000.00	9,121.42	39.57	60.43
Tactical Fire (2)	35,220.00	1,839.72	28,820.00	4,560.28	12.95	87.05
ARFF	2,280.00	0.00	0.00	2,280.00	100.00	0.00
Technical Response and Systems	\$210,920.00	\$82,638.80	\$33,178.37	\$95,102.83	45.09	54.91
Equipment Maint & Replacement						
Communications / Telephone	222,490.00	96,235.78	58,959.35	67,294.87	30.25	69.75
Hoses	23,620.00	1,496.94	10,782.25	11,340.81	48.01	51.99
Ladders/Small Engine (3)	7,800.00	5,763.96	0.00	2,036.04	26.10	73.90
Self Contained Breathing Apparatus (1)	81,890.00	25,497.99	7,820.00	48,572.01	59.31	40.69
Thermal Imaging (4)	25,340.00	20,242.10	0.00	5,097.90	20.12	79.88
Computer Equipment (1)	51,150.00	18,503.60	0.00	32,646.40	63.83	36.18
Vehicles and Apparatus	617,290.00	423,673.41	0.00	193,616.59	31.37	68.63
Equipment Maint & Replacement	\$1,029,580.00	\$591,413.78	\$77,561.60	\$360,604.62	35.02	64.98
Administration						
Emergency Management (1)	225,590.00	92,795.99	8.87	132,785.14	58.86	41.14
Administration	1,650,910.00	1,205,504.89	2,759.99	442,645.12	26.81	73.19
Administration	\$1,876,500.00	\$1,298,300.88	\$2,768.86	\$575,430.26	30.67	69.34
Grand Total (6)	\$11,210,290.00	\$7,307,955.25	\$196,170.52	\$3,706,164.23	33.06	66.94

*Exp = Expenditures; Enc = Encumbrance (ordered, not yet paid); YTD = Year to Date

Expenditure Variance Explanations

LFRA Budget Status - Expenditures

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Variance Explanations - Expenditures

- (1) **Station Two, Self Contained Breathing Apparatus, Computer Equipment & Emergency Management**
Each of these programs have been working on implementation plans and expect to spend committed funds. Station 2 has been conserving funding for the move and additional needs. Special Operations & SCBA programs are evaluating the condition of the equipment budgeted for replacement. Computer program implementation is being worked on in collaboration with the City's Information Technology Department. Emergency Management is finalizing the EOC reconfiguration and getting quotes on installations of cabling, communications equipment and antennas.

- (2) **Tactical Fire**
The entire body armor budget is on order.

- (3) **Ladders / Small Engine**
Ground ladder testing for the year is complete and saw replacements have been purchased.

- (4) **Thermal Imaging**
The replacement of the two cameras scheduled for replacement this year have been purchased.



North Grant Ave. House Fire

- (5) **Administration**
Copier maintenance agreements upon replacement were changed to a charge for each copy vs. a charge for a set number of copies.

- (6) **Grand Total**
As of the third quarter of this year, 67% of the budget has been spent compared to 66% for the same time frame last year.

Loveland Fire Rescue Authority Authorized Spending Report by Account Class Quarter Ending 9/30/14, 75% of the Year

Segments	Total Budget	*YTD Exp	*YTD Enc	Total Available	Total % Available	Total % Spent
Personal Services	\$8,139,170.00	\$5,493,478.91	\$0.00	\$2,645,691.09	32.51	67.49
Supplies	522,960.00	219,739.07	87,494.98	215,725.95	41.25	58.75
Purchased Services	2,332,780.00	1,542,074.62	48,555.54	742,149.84	31.81	68.19
Capital Outlay	215,380.00	52,662.65	60,120.00	102,597.35	47.64	52.36
Grand Total (1)	\$11,210,290.00	\$7,307,955.25	\$196,170.52	\$3,706,164.23	33.06	66.94

*Exp = Expenditures; Enc = Encumbrance; YTD = Year to Date

- (1) **Grand Total**
The encumbrances for bunker gear, training, peer support, physician advisor services, body armor, radios, hose, and a respirator testing system are included in the % spent calculation. As of the third quarter of this year, 67% of the budget has been spent compared to 66% for the same time frame last year.

City's General Fund:

Budget	\$7,500.00
Actual Expenditures	6,523.32
Encumbrances (Purchase Orders)	0.00
Remaining Budget	\$976.68

Appropriated to replace tools and equipment in the Training Center damaged in the flood.

City's Capital Replacement Fund:

Budget	\$1,458,610.00
Actual Expenditures	473,848.25
Encumbrances (Purchase Orders)	851,050.36
Remaining Budget	\$133,711.39

100' Aerial Platform Truck and equipment necessary to make it service ready.

City's Fire Capital Expansion Fee Fund:

Budget	\$745,000.00
Actual Expenditures	748,789.62
Encumbrances (Purchase Orders)	
Remaining Budget	-\$3,789.62

Training Center Property (\$741,441), Phase II evaluation (\$3,499.77), and soils mitigation(\$3,848.85)

City's Fire Capital Expansion Fee Fund:

Budget	\$3,841,740.00
Actual Expenditures	2,598,288.41
Encumbrances (Purchase Orders)	844,400.79
Remaining Budget	\$399,050.80

Station 2 west of 29th & Wilson; Oct 15 move in Oct 25 Opening

In the Works

New and Old Fire Station 2

The new station is on schedule and within budget. The crews are moving in October 15, 2014 and a dedication event is scheduled for October 25, 2014. The contract for the sale of the old Station 2 to Thompson Valley Emergency Medical Services has been drafted and the final approvals from each party are in the approval stage. We expect to close on the property in the final quarter of the year.

2015 Budget

A public hearing for the \$11.9 million 2015 Budget and the schedule of fees and charges was conducted on September 11, 2014 and it was adopted by the LFRA Board on that date. It had been approved by the Loveland Rural Fire Protection District Board on August 6, 2014. It will be before the City Council for approval October 14, 2014 (originally scheduled for October 7 but all budget material was continued to the October 14 meeting). The LFRA Board is scheduled to appropriate the budget at the November 13, 2014 LFRA Board meeting.



Chief Selection

After an extensive recruiting and selection process, Chief Mark Miller from Vail, Colorado has been selected as the next LFRA Fire Chief. Chief Miller rejoins the team, having previously been the Chief of Loveland Fire in the early 2000's for a whole new era, starting November 10, 2014.

Insurance Services Office (ISO) Review

The ISO evaluation has been scheduled for January, 2015. Mike Pietsch, PE, Consulting Services Incorporated, has been hired to assist with the preparation and the evaluation itself. The ISO issue ratings from 1 to 10; where the lower the number rating, the better it is for the community. The current City of Loveland rating is a 4 and the Rural District rating is a 5 within the 5 mile radius limitations. LFRA will be working closely with all of our partners to improve our ISO rating (reducing the number) potentially impacting insurance premiums (either a reduction or at least offsetting other increases). It is our understanding that the ISO ratings impact commercial properties more directly than residential properties.

Flood Response and Damage Recovery

\$189,181.93 was submitted to FEMA for recovery through the allowable federal (targeted at 75%) and state percentages (targeted at 12.5%). We have received \$109,613.84 or 58% of the expenditures submitted. The Training Center was well covered by insurance for another \$404,857.49. A total of \$594,039.42 in response and damages were submitted and a total of \$514,471.33 was recovered through FEMA and insurance for a total 86.7%. The City's Finance Department has indicated they are working on resubmitting some of the costs for a second consideration. They are hopeful, but not optimistic, that additional money will be received from FEMA.

Three Tier Staffing to a Two Tier Staffing

The LFRA Board approved moving from a three tier staffing model (Full Time Paid, Part Time Paid and Reserve) to a two tier staffing model (Full Time Paid and Part Time Paid). The existing reserves will be retained and will be included in the existing Consolidated Volunteer Pension Fund. LFRA will support the volunteer system for the Big Thompson Canyon Volunteer Department (BTVPD) and offer shift rotations within our system.

Training Academies Complete

Twenty seven LFRA team members are in new positions (from Captain to Reserves) in this quarter to staff the new Station. A badge pinning ceremony occurred August 28, 2014 with nearly 100 people in attendance. Because LFRA is committed to employee success, 1,432 hours estimated to cost \$38,600 were committed to ensuring skills for their positions are executed flawlessly.

New Direction for Refurbishment of LFRA's Old Ladder Truck

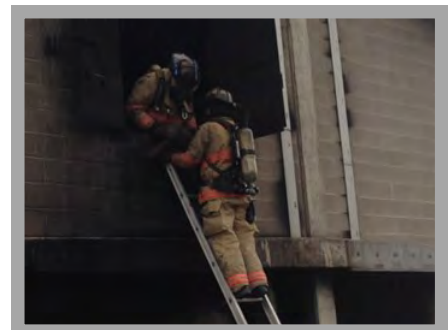
Proposals have come in from several companies interested in refurbishing our 2000 Smeal Aerial Truck. It has become necessary to look at a different strategy to refurbish our aerial with a goal of top shelf service for a period of at least the next 8-10 years. We received ballpark refurbishment quotes from Pierce and Smeal on the Ladder 6 project, these quotes included a new cab and chassis and complete refurb of the pump, aerial ladder and body. Unfortunately, these quotes came back higher than anticipated at approximately \$815,000, the two quotes were within \$1500 of each other. Our budget for this project is \$606,000, which was an estimate based on the refurb that PFA did three years ago that was just under \$500,000. Clearly there has been a pretty substantial change in pricing on the refurb. We have decided on a new direction for this project. We have identified a list of items that must be done to keep the current Ladder 6 in good condition for the next 8 to 10 years as a reserve ladder without doing a new cab and chassis. These items will be put out to bid, with the expectation that there will be a significant savings.



**Captain Academy
Team Building**



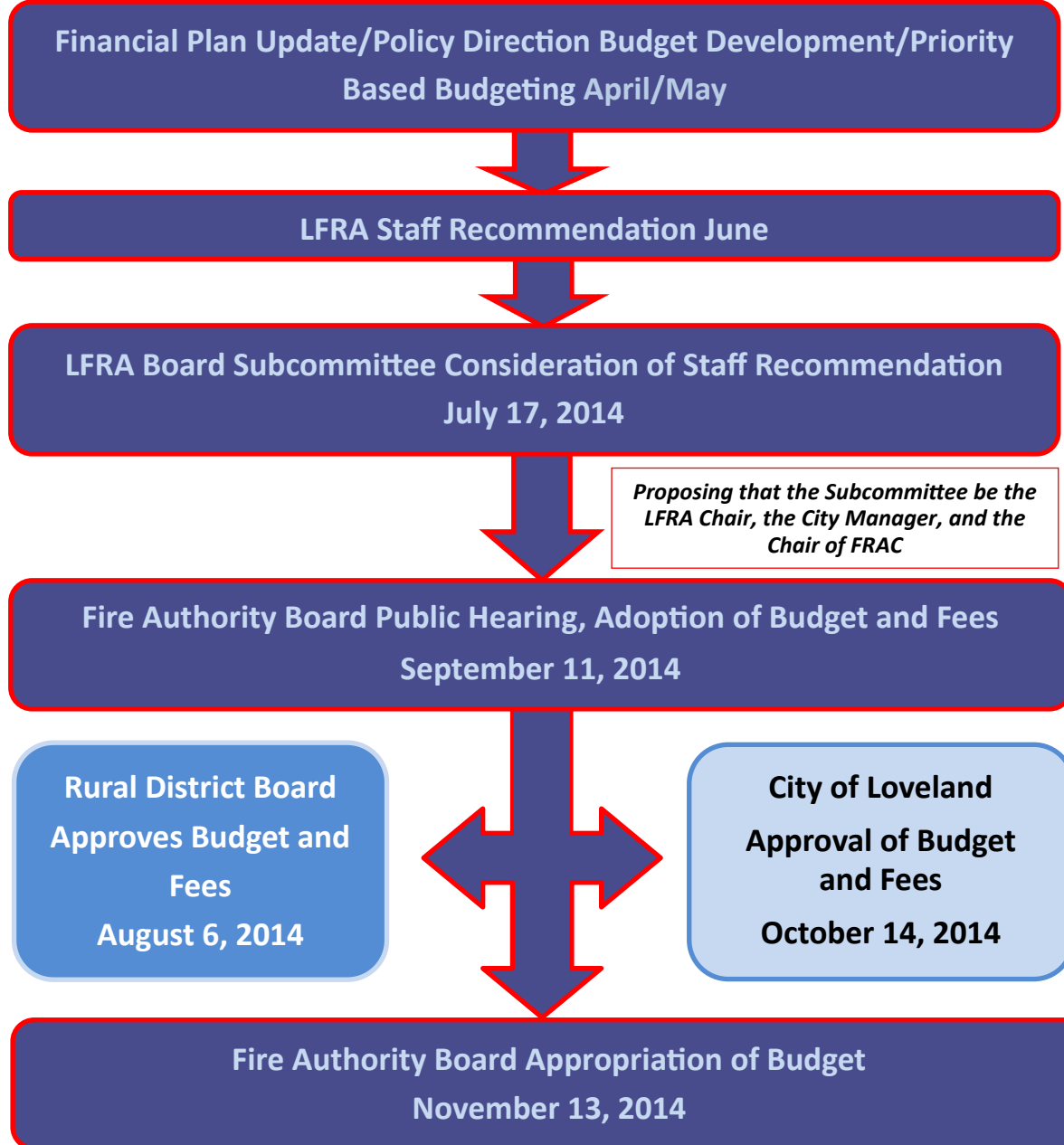
**Engineer Academy
Pump Operations**



**Firefighter Academy
Victim Rescue**

In the Works Continued...

2014 Proposed LFRA Budget Process



For more information regarding this report, contact: Renee Wheeler, *Public Safety Administrative Director*, at 970-962-2704 or Renee.Wheeler@cityofloveland.org



Agenda Item Cover

Item No.: 4

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



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TITLE

Consider a Resolution Approving an Intergovernmental Automatic Response Agreement between the Loveland Fire Rescue Authority and the Berthoud Fire Protection District

EXECUTIVE SUMMARY

An automatic aid agreement provides that both LFRA and the Berthoud Fire Protection District will be dispatched to an emergency response within a particular response area. It is a standard agreement necessary to ensure that there are policies and procedures in place for automatic response from each organization within a designated a response area presented in Exhibit A of the agreement, a color coded map.

BACKGROUND

This agreement clarifies the area of auto response, roles and responsibilities, establishes procedures for cooperation and coordination, liability, workers compensation coverage, provides no compensation for services, provides for response determination in terms of availability, sets the term for one year renewable annually, and set procedures for termination of the agreement by either party.

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

There are no financial or economic impacts out of the ordinary for automatic aid agreements.

ASSOCIATED STRATEGIC GOALS

Deploy an effective emergency response to minimize damage and loss.

ATTACHMENTS

Resolution

Agreement

RESOLUTION # R- 039**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AUTOMATIC RESPONSE AGREEMENT BETWEEN THE LOVELAND FIRE RESCUE AUTHORITY AND THE BERTHOUD 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 Berthoud Fire Protection District (“BFPD”) 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, BFPD 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 is delineated on Exhibit A; 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 13th day of November, 2014.

Jeffrey M. Swanty, Chairperson

ATTEST:

Secretary

Approved as to form:



Teresa Ablao
Assistant City Attorney

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

THIS AGREEMENT is made and entered into this 3rd day of NOVEMBER 2014, by and between the Berthoud Fire Protection District ("BFPD") 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 with one 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, BFPD 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; 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

I. 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 Communications Center receiving the emergency call. The response described herein shall be automatic in nature. The Communications 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 BFPD to LFRA, and C, Auto Aid Apparatus Response by LFRA to BFPD, 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 BFPD 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. §24-10-101, *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 pre-existing 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 330
 Loveland, Colorado 80537

Berthoud Fire Protection District: Fire Chief
 275 Mountain Avenue
 Berthoud, Colorado 80513

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

LOVELAND FIRE RESCUE AUTHORITY:

 By: Randy Mirowski, Fire Chief

ATTEST:

 Board Secretary

Approved as to Form:

 Assistant City Attorney

BERTHOUD FIRE PROTECTION DISTRICT:

Stephen Charles
 By: Stephen Charles, Fire Chief

ATTEST:

Gary Maggi
 Gary Maggi, Board Secretary

Approved as to Form:

Di Di
 District Legal Counsel

EXHIBIT "A" Auto Aid Response Zones

See attached map

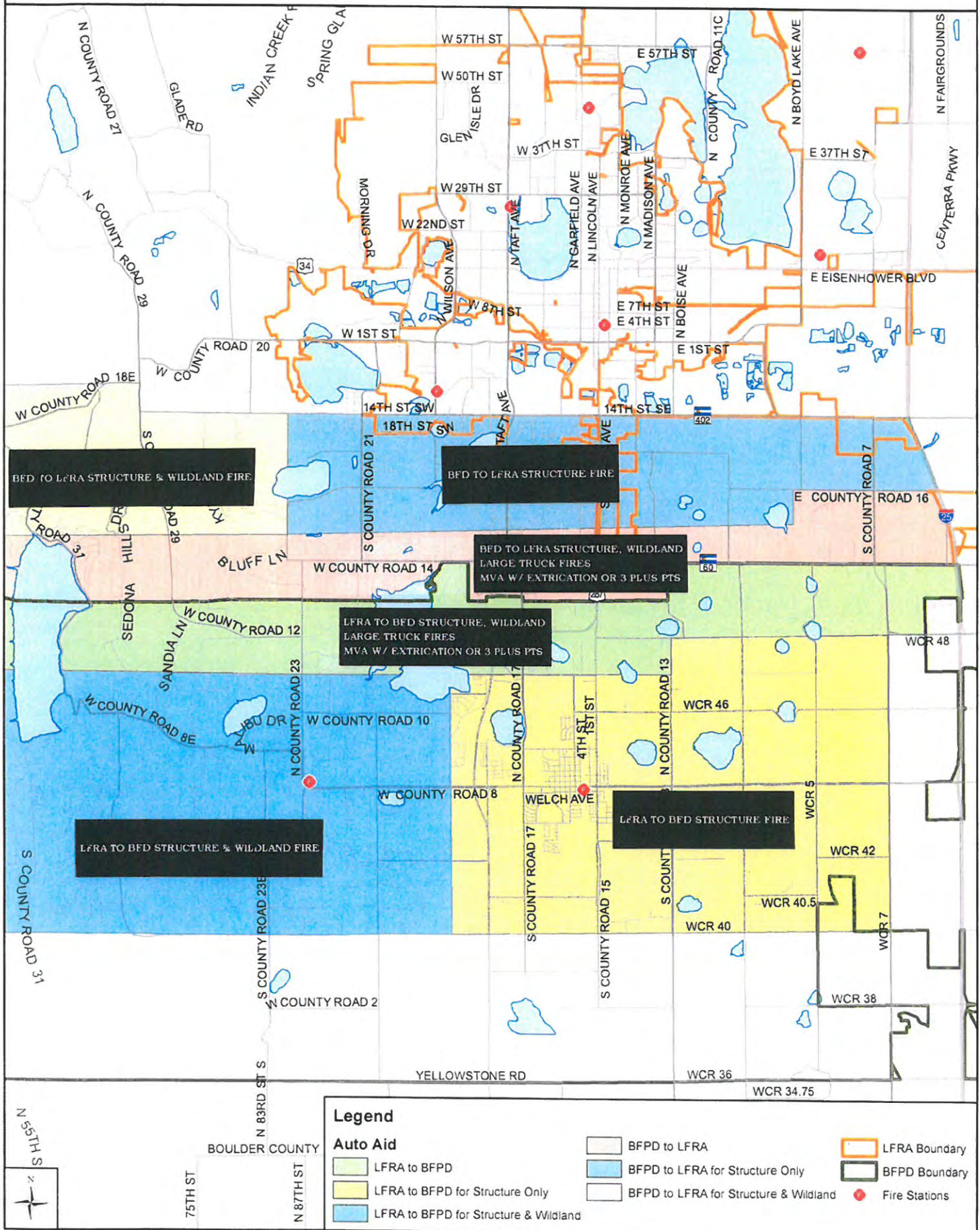
EXHIBIT "B" Auto Aid Apparatus Response by LFRA to BFPD

Structure Fire	1 Engine & 1 Battalion Chief
Wildland Fire	1 Brush Truck & 1 Battalion Chief
Large Truck Fire	1 Engine & 1 Battalion Chief
MVA w/ Extrication or 3+ Patients	1 Engine & 1 Battalion Chief

EXHIBIT "C" Auto Aid Apparatus Response by BFPD to LFRA

Structure Fire	1 Engine
Wildland Fire	1 Brush Truck
Large Truck Fire	1 Engine
MVA w/ Extrication or 3+ Patients	1 Engine

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



Agenda Item Cover

Item No.: 5

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



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TITLE

Strategic Plan Update

EXECUTIVE SUMMARY

Chief Mirowski has provided a summary of the progress toward achievement on the 2012 Strategic Plan.

BACKGROUND

It is the Fire Chief's responsibility to move the organization toward achievement of the 2012 Strategic Plan. As a part of an effective transition to Chief Miller, Chief Mirowski has provided a summary of this progress.

STAFF RECOMMENDATION

Information Only

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

Deploy an effective emergency response to minimize damage and loss.

Minimize and mitigate the risks of an emergency occurrence in the community.

Deliver cost effective services.

ATTACHMENTS

Chief Mirowski's Document

2012 LFRA Strategic Plan- Update and Progress Report

LFRA constructed its current strategic plan in 2012. The final document was a combined effort between elected officials, citizens and staff. The document has been targeted to cover the years 2012-2020, and is built around the “*Model 1 Basic Services Expansion Plan.*” This plan is divided into four distinct phases, by years, separated into High, Intermediate and Future Priorities, and separates both capital and operation and maintenance costs with projected costs (dollar amounts). LFRA utilizes the strategic plan as our “guiding document” for past, current and future projects. Within the plan, the following areas are either completed, in process or future:

HIGH PRIORITY PHASE 1: 2012-2013- (All completed in yellow highlighting)

- New Fire Engine
- Expansion for Fire Station 6
- Add Six Full Time Positions (minimum staffing numbers- Engine 6/ Truck 6)
- Additional Funding for part-Time Paid Firefighters (salaries to market level)
- Add Public Safety Administrative Director Position
- Add Lieutenant for Community Safety Division

HIGH PRIORITY PHASE 2: 2014-2015- (All completed except Aerial Tower)

- Construction of New Fire Station 2
- New Heavy Rescue Squad
- Add Six Full Time Positions for New Heavy Rescue Squad
- Aerial Tower Replacement- (Scheduled for completion in Nov. 2014)

MEDIUM PRIORITY PHASE 2 and 3: 2016-2017-

(Ladder refurbishment in process all others are planned)

- Smeal Aerial Ladder Refurbishment- in process for 2015, (City funding identified)
- Construction of New West Side Fire Station (Station 10)
- Add Nine Positions for Station 10
- Add One Administrative Support Position (in 2015 Budget)
- Fire Engine Replacement- (Scheduled for 2016)
- Refurbish Water Tender 1

FUTURE PRIORITY PHASE 4: 2018-2020- (All of these are planned for)

- Add 3 Full-Time Firefighters for Coverage Positions
- Refurbish Water Tender 5
- Replace Front Line Engine (Scheduled for 2020)

ADDITIONAL PRIORITY/ NEEDS- (Some have been accomplished, planned for or removed)

- Type 6 Wildland Engine- (Delivered in 2013)
- Additional Plans Reviewer for CSD- (Hired in 2013)
- Training Firefighter/ Engineer- (Included in 2015 Budget)
- ARFF Program Manager & Stand-By Coverage- (planned for)
- Reserve Coordinator/ Recruitment Retention Officer- (Discontinued Reserve Program)

OTHER ORGANIZATIONAL NEEDS- (Other identified areas- most are planned for/ in process)

- Type 3 Wildland Urban Interface Engine- (planned for; applied for grants three times)
- Purchasing Land for Future SE Fire Station- (planned for)
- Training Facility Enhancements- (Purchased land, need funding for enhancements)
- Technology Improvements and Fiber Optic- (much of this is in process)

MODEL ONE BASIC SERVICES EXPANSION PLAN

	COST	2012/ 13	2014	2015	2016	2017	2018	2019
PHASE 1 2012-2013								
Add 6 FT Firefighters for Engine 6 & Truck 6	\$ 426,777*							
Add funding for part-time paid F/F program	\$ 70,420*							
Add Public Safety Administrative Director position	\$ 130,000*							
Add 1 Lieutenant position to CSD	\$ 106,140*							
TOTAL Increase for O&M for Phase 1	\$ 733,337							
Expand Station 6	\$ 930,000							
Purchase new fire engine	\$ 483,000							
TOTAL Capital \$ for Phase 1	\$1,413,000							
PHASE 2 2014-2015								
Add 6 FT positions for new Heavy Rescue Squad 2 (3 Lieutenants and 3 Engineers)	\$ 694,389*							
TOTAL Increase for O&M for Phase 2	\$ 694,389							
Construct new Station 2	\$2,900,000**							
Purchase new Heavy Rescue Squad	\$ 500,000							
Replace Aerial Tower	\$1,200,000							
Refurbish 2000 Smeal Aerial Ladder for Reserve Truck	\$ 475,000							
TOTAL Capital \$ for Phase 2	\$5,075,000							
PHASE 3 2016-2017								
Add 9 FT position for new Station 10 (3 Lt., 3 Eng., 3 FF)	\$ 980,434*							
Add 1 Administrative (secretarial) position	\$ 54,450*							
TOTAL Increase for O&M for Phase 3	\$ 1,034,884							
Build new Station 10	\$2,299,000**							
Replace fire engine	\$ 530,000							
Refurbish Water Tender 1	\$ 237,000							
TOTAL Capital \$ for Phase 3	\$ 3,066,000							
PHASE 4 2018-2020								
Add 3 FT firefighters for coverage/rover positions	\$ 262,308*							
TOTAL Increase for O&M for Phase 4	\$ 262,308							
Refurbish Water Tender 5	\$ 357,000							
Replace Front Line engine (2020)	\$ 597,388							
TOTAL Capital \$ for Phase 4	\$ 954,388							

*All O & M costs include a 3.5% annual inflationary increase ** These estimates were provided by City of Loveland Facilities in early 2011; they will need to be re-evaluated in the coming years based on the construction trends and costs per square foot

High Priority Intermediate Priority Future Priority

Agenda Item Cover

Item No.: 6

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Presentation of the Special Operations Program

EXECUTIVE SUMMARY

Battalion Chief Tim Smith will present information on the Special Operations 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 minute 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

Special Operations Program



Future Planning Document for Loveland Fire Rescue Authority's (LFRA) Special Operations Program

Special Operations Command Staff: Battalion Chief Tim B. Smith, Lieutenant Jason Goodale, Lieutenant Cy Pollema, and Lieutenant RJ Varner.

Additional Contributors: Battalion Chief Jason Starck, Lieutenant Dave Friedrichsen, Lieutenant Eric Klaas, Lieutenant Dave Schuetz, Lieutenant Shawn Williams

March 2014

Executive Summary

History:

The Special Operations Team (SOT) was created in 2005, with our first Rescue School in 2006. The original specialized teams in Loveland Fire at that time were the Dive Team, Hazardous Materials Team (HazMat), and Rope Team. The decision in consolidating the teams was to take advantage of the skills and cross train the personnel to assist with all the disciplines of rescue.

The Special Operations Team consists of three primary areas: Hazardous Materials Response, Urban Search & Rescue (USAR), and Water Rescue. Within these primary areas lie the rescue specialties of: HazMat Technician, HazMat (Highway, Railcar, or Radiological) Specialist, Collapse Rescue, Confined Space Rescue, Rope Rescue, Trench Rescue, Large Animal Rescue, Dive Rescue, and Swiftwater Rescue.

Every team member is encouraged to possess a minimum of one Technician level certification and become Operations level proficient in all other disciplines. Rescue School is a full team training performed every other year (on the even years) for approximately 5 days. Basic skills practice to large scale scenarios have been conducted during these schools. During the odd years; monthly, and up to quarterly trainings have been performed to keep proficient skill sets at an appropriate level for all the disciplines.

The team's mission statement is as follows: *"The Special Operations Team goal is to provide coordinated and efficient specialized rescue services and hazardous materials response to the citizens of Loveland and the Loveland rural fire District. Maintaining a high degree of mobility with the ability to deploy a response element as requested throughout the region {sic}."*

Since the inception of the Special Operations Team, we have deployed to various locations for multi-operational period incidents: 2007 – Carter Lake Water Treatment Plant Explosion (Chlorine Gas), 2007 – Longmont Circuits West (Chemical Fire), 2007 – Georgetown Cabin Creek Xcel Hydroelectric Plant (Rescue Standby), 2008 – Windsor (Tornado), 2008 – Loveland Engeman Enterprises (Ammonia Tanks Over Pressurized), 2013 – Big Thompson Task Force Estes Park (Flood), 2013 – Loveland Area Command (Flood - wide area search, and hazardous materials identification).

Other significant incidents over the past nine years include: East 4th Street building façade collapse, car through apartment building at 45th Street and Garfield Avenue, car into house at 8th Street and Garfield Avenue (fatality), rope rescue at Ice Falls in the Big Thompson Canyon, 3 am pick-off rope rescue in the Big Thompson Canyon, Crosier Mountain Trail rescue, extrication on Storm Mountain access road, dog in a mine shaft, dive call at Lake Loveland (young girl fatality), Boyd Lake dive call (30 year old male fatality), Namaqua Park dive call (teenage male fatality), Eden Valley dive call (female into the canal – fatality), Idlewild Dam night time rope rescue, propane tank flare off on 5th Street and Jefferson Avenue, double fatality dive call at the ponds adjacent to Fairgrounds Park, several Clandestine Laboratories, several large animal rescues, and a high angle rescue at Medical Center of the Rockies construction site.

Current Status:

The Special Operations Team consists of 38 personnel and 1 specialist. The personnel are made up from three different agencies: Loveland Fire Rescue Authority (LFRA), Thompson Valley Emergency Medical Services (TVEMS), and Windsor Severance Fire Protection. Berthoud Fire Protection District also has two positions within SOT, as per our Memorandum of Understanding (MOU); however they are not filled at this time.

LFRA has 26 personnel and one specialist with Technicians in the following disciplines:

- HazMat
 - 12 – HazMat Technicians
 - Five of which are HazMat Specialist in one of the following:
 - Radioactive Materials
 - Railcars
 - Highway Tanks
- USAR
 - 7 – Collapse Rescue Technicians
 - 1 – Collapse Rescue Specialist (USAR – Structural Engineer)
 - 3 – Confined Space Technicians
 - 2 – Large Animal Rescue
 - 16 – Rope Rescue Technicians
 - 11 – Trench Rescue Technicians
- Water Rescue
 - 7 – Public Safety Divers
 - 9 – Swiftwater Rescue Technicians

TVEMS has nine personnel with Technicians in following disciplines:

- 9 – Emergency Medical Technicians (EMT) - Paramedics
- 3 – Trench Rescue Technicians
- 1 – Rope Rescue Technician

Windsor Severance Fire Protection has three personnel with Technicians in the following disciplines:

- 1 – Public Safety Diver
- 1 – Swiftwater Rescue Technician
- 2 – Confined Space Technicians
- 2 – Rope Rescue Technicians

2013 Accomplishments:

- Two Rope Rescue Technicians sent to Rigging for Rescue
 - New Rope Curriculum – USAR Standard (Lieutenant Hessler and Engineer Morrison)
- Addition of Class III harnesses for Rope Rescue Technicians
 - Enhancement for some members that did not have this harness type
- Confined Space Equipment enhancement
 - Equipment upgraded and now allows for 2 simultaneous operations
 - 300' umbilical communication lines put into service providing the capability of hardline communications without the use of supplied air
 - Second set of Supplied Air Breathing Apparatus (SABA) units
 - Second air manifold
- New team uniforms
- Complete re-organization of dive rescue equipment
- Annual dive equipment service completed
- Implementation of Rescue One flat bottom boat
- Smaller flat bottom boat added during The Flood
- Addition of Swiftwater Dry suits
- Estes Park Decontamination trailer converted for LFRA and put in service
 - Currently Out Of Service (OOS) - was damaged in the flood
- Additional upgrades to the Confined Space Simulator at the Training Center
- New Squad 2 (Heavy Rescue) put in service
- New set of Air Bags added to the system
- Hosted a State Hazardous Materials Technicians Course
 - Two new Hazardous Materials Technicians (Engineers DeDecker and Waldorf)
- Capital replacement of several air monitors
- In house air monitor calibration
 - Engineer Morrison as a training Air Monitor Technician is saving LFRA at least a couple thousand dollars annually
- Two new HazMat Specialists
 - Lieutenant Jason Goodale – Nuclear / Radiological Specialist
 - Engineer Tim Morrison – Railcar Specialist
- Accomplished two quarterly trainings in 2013 for the team
- The 2013 flood was the most significant special incident in 2013
 - The incident started off with an SOT recall for Swiftwater Technicians and then went “All Hands”

Future:

Within the LFRA 2012 Strategic Plan a few items need to be pointed out. There are eight fewer members since 2012 and we have moved some highly technical personnel into senior positions within the organization (Captain and Battalion Chief). We are currently evaluating the membership of the team and will potentially be able to add two to four new members before the 2014 Rescue School. The Strategic Plan also identified the need for six additional Divers, Swiftwater Technicians, as well as six additional Hazardous Materials Technicians. We were able to add two Hazmat Technicians in 2013, and attempted to host a dive academy but had to move to the spring of 2014.

Two Strategic Plan items were successfully addressed in 2013, was our Heavy Rescue company (Squad 2) going in service in late 2013, as well as a new flat bottom boat for boat based dive operations in early 2013.

The training plans for 2014 are designed to build up and strengthen the team. The LFRA 2012 Strategic Plan has already identified two disciplines that the Special Operations Team is weak in and a third discipline has also come to light. Divers / Swiftwater Technicians and Hazardous Materials Technicians are the two the Strategic Plan identified and Confined Space Technicians is our third weak discipline. These weaknesses have been put on the forefront of the objectives for 2014.

The Special Operations Command Staff as well as the LFRA Operations Staff will continue to evaluate the distribution of Technician level-trained staff on each shift and that we are maintaining an adequate and reliable response to future specialized emergency calls.

Special Operations will also continue to build on the regional specialized rescue team concept for Northern Colorado, and the interface with the state's USAR Team, Colorado Task Force I.

Objectives and Timelines

Annual	1. Complete a minimum of six dives for each Diver	Lt. Pollema
Annual	2. Watermanship test for Divers and Swiftwater Technicians	Lt. Pollema
Annual	3. Quarterly Trainings	SOC
Annual	4. Equipment Maintenance Services	SOC
Annual	5. Shift Training in Various Disciplines	Captains
Annual	6. Hazardous Materials Rodeo	Lt. Goodale
2014	7. Dive Academy	FF Patterson
2014	8. Confined Space Technician Course	Lt. Friedrichsen
2014	9. 2014 Rescue School	SOC
2014	10. Develop LFRA Blue Card Sequence for SOT Incidents	BC Smith
2014	11. Host Hazardous Materials Highway Specialist Course	Lt. Goodale
2014	12. New Utility Task Vehicle (4 Person)	Lt. Varner
2014	13. Regional Rope Rescue Cooperators	BC Smith
2014	14. Look for alternate funding streams, including grants and other more reliable streams for growth and expansion	BC Smith
2015	15. Hazardous Materials Technician Course	Lt. Goodale
2015	16. Air Monitor Technician Course	Lt. Goodale
2015	17. Dive Academy	FF Patterson
2015	18. USAR Technician Course @ West Metro	Lt. Varner
2015	19. Rigging for Rescue Course	Lt. Varner
2015	20. Host Hazardous Materials Railcar Specialist Course	Lt. Goodale
2015	21. Hazardous Materials Nuclear / Radiological Course	Lt. Goodale
2015	22. Develop a plan to create a regional team for specialized operations	BC Smith
2015	23. Develop a succession plan for water rescue Technician level training	Lt. Pollema / BC Smith
2016	24. Develop a plan to link into the state's FEMA USAR Team, Colorado Task Force I	BC Smith
2016	25. 2016 Rescue School	SOC

Objective Details

Annual Objectives

1. Complete a minimum of six dives for each Diver - Each Public Safety Diver is required to dive a minimum of six times in a year as per their Dive Rescue International certification.
2. Watermanship test for Divers and Swiftwater Technicians – The International Association of Dive Rescue Specialist (IADRS), Dive Rescue International (DRI) and the National Fire Protection Association (NFPA) 1006 Standard for Rescue Technician Professional Qualification recommendations for annual watermanship test has been adopted by LFRA. Divers and Swiftwater Technicians are required to take this test annually.
3. Quarterly Trainings – The Special Operations Team will conduct annual quarterly trainings to either: bring awareness and operational level trainings to LFRA regular duty personnel, or be used as full team trainings for years that Rescue School is not being conducted.
 - a. 2015 Project Expenses – Four 10 hour training days with the full team (\$28,000.00)
4. Equipment Maintenance Service – The large number of equipment used for SOT operations requires preventative maintenance and servicing. Examples include dive equipment, cylinders, tools, and power plants for extrication. The servicing and purchasing of extrication equipment and tools will be moved to the Equipment Budget under Chief Jason Starck in 2015.
5. Shift Training in Various Disciplines – Under the coordination of the Captains, awareness level training and in some disciplines operations level training on Special Operations incidents / disciplines will be provided for regular duty personnel. Having all LFRA members at an awareness level helps maintain the three tier system of response during intensive rescues. Awareness, Operations, and Technician / Specialist levels support one another in incident response.
6. Hazardous Materials Rodeo – LFRA is a member of the Front Range Fire Consortium (FRFC) HazMat Group. The consortium plans and schedules a HazMat Rodeo, which is a multiple skills training day. All of the regional HazMat Teams get together and practice their skills. The number of Job Performance Requirements (JPR) for the State of Colorado Hazardous Materials Technician recertification is high, and some of the JPRs are highly technical; therefore consolidating the trainings with regional teams makes the trainings more practical.
 - a. Projected Expenses – 12 HazMat Technicians either off duty training or backfill to cover the training (\$4,200.00)

2014 Objectives

7. Dive Academy – Firefighter Don Patterson is a Public Safety SCUBA Instructor (PSSI) and will be certifying at least two of our current Special Operations members. This academy will certify our new divers in Public Safety Diver (PSD), and Dive Rescue I (DR1). These certifications are LFRA's minimum requirements to become a Rescue Diver. Baring schedules the academy may also include a Swiftwater Technician certification. This academy will help to close the gap that we have in the low number of PSD Technicians.
 - a. Projected Expenses – 60 hour dive academy for two members and a 24 hour refresher for two additional members (\$7,980.00)
8. Confined Space Technician Course – An in house Confined Space Technician course will bring our Technician number of personnel from three to nine team members. This deficiency was identified last year and because The City of Loveland has identified LFRA as the rescue agency for all confined space and trench operations. LFRA is also identified at the rescue agency for subcontracted services within the City of Loveland and The Loveland Rural Fire Protection District. This will be a three day course held prior to Rescue School 2014, and the new Technicians will be used to help teach during Rescue School.
 - a. Projected Expenses – 24 hour course with eight members, utilizing ACB and backfill (\$2,100.00)
9. 2014 Rescue School – Rescue school will be held during the last week of April. The focus of 2014 Rescue School is mastering the basics, an operational skill set mastery is what we want to accomplish. 2008 was the last big push on operational skill sets, and we may have new members on the team that would be able to learn those needed skills. New equipment has been added and tools and equipment have moved around. This school will give an opportunity to familiarize personnel on the new equipment and where items are stored. The following disciplines during rescue school will be: Rope Rescue, Swiftwater Rescue, Confined Space Rescue, Trench Rescue, Hazardous Materials Operations, and Collapse Rescue.
 - a. Projected Expenses – Four day school with 30 members and backfill (\$37,100.00)
10. Develop LFRA Blue Card Sequence (BCS) for SOT Incidents – Special operations responses are generally high risk, low frequency events, which require a strong incident action plan to ensure a coordinated rescue / mitigation effort. Technical rescue incidents are usually chaotic on the arrival of responders; a BCS for the first in officer will provide a template to setting the incident up correctly from the onset.
11. Host Hazardous Materials Highway Specialist Course – The State of Colorado was looking for agencies willing to host this specialist course and because LFRA could use additional highway specialists we quickly offered our facility to host. This course is a weeklong Hazardous Materials Technician specialty curriculum for Hazardous Materials transported on our roads and the containers used to transport them.
 - a. Projected Expenses – Five day course with two members and backfill (\$3,920.00)

12. New Utility Task Vehicle (UTV) 4 Person – In 2012/13 it was determined that the current UTV is not meeting the mission needs for SOT and LFRA responses in the rural areas. A replacement UTV was added to the budget in 2014. Lt Varner is finalizing the specifications for this vehicle and should be purchased in the next few months.
13. Regional Rope Rescue Cooperators – Rocky Mountain Fire Department (RMFD) is the contracted rescue service for National Renewable Energy Laboratories (NREL) Wind Farms. RMFD has developed a rescue response group in the event that NREL calls for a rescue. The rescue response group currently consists of RMFD, West Metro Fire Rescue, and Poudre Fire Authority. LFRA was asked to join the cooperators group at the beginning of the year, and will be participating in their annual drill in September. After the drill a final determination will be made if the cooperators group will be beneficial for LFRA. It seems to lend to supporting the objective of a regional team for specialized operations.
 - a. Projected Expenses – Three day drill utilizing ACB and backfill (\$1,680.00)
14. Look for alternate funding streams, including grants, and other more reliable streams for growth and expansion – LFRA could use alternate funding streams for growth and expansion. LFRA is currently supported by various restoration companies for lumber needs for either training opportunities or supplying LFRA's Collapse Trailer. Urban Areas Security Initiative (UASI) fund is a Department of Homeland Security program which LFRA may qualify for. The FY 2013 Nonprofit Security Grant Program (NSGP) provides support for target hardening and other physical security enhancements and activities to nonprofit organizations that are at high risk of terrorist attack and located within one of the specific UASI-eligible Urban Areas. While this funding is provided specifically to high-risk nonprofit organizations under The Department of Homeland Security Appropriations Act, 2013 (Public Law 113-6), the program seeks to integrate nonprofit preparedness activities with broader State and local preparedness efforts. It is also designed to promote coordination and collaboration in emergency preparedness activities among public and private community representatives, as well as State and local government agencies.

2015 Objectives

15. Hazardous Materials Technician Course – The State of Colorado is hosting a Hazardous Materials Technician course. This is a two week course to training personnel to become HazMat Technicians. The students are given the State's written and practical exams during the end of the course. This is another LFRA 2012 Strategic Plan item identified as a weakness in the Special Operations Team; this will begin to close that gap as well.
 - a. Projected Expenses – Two week course with two members and backfill (\$12,600.00)
16. Air Monitoring Technician Course – Last year LFRA - SOT changed from paying an outside contractor to service our air monitors to servicing them internally. Engineer Tim Morrison was sent to a Technician class to learn how to service the monitors last year. LFRA will be sending one or two more team members this year to learn how to service and calibrate our monitors to provide depth and reduce off duty hours to service and maintain our monitors.
 - a. Projected Expenses – Two day class with one member and backfill (\$1,590.00)

17. Dive Academy (2015) – Firefighter Don Patterson is a Public Safety SCUBA Instructor (PSSI) and will be certifying at least two of our current Special Operations members. This academy will certify our new divers in Public Safety Diver (PSD), and Dive Rescue I (DR1). These certifications are LFRA's minimum requirements to become a Rescue Diver. Baring schedules the academy may also include a Swiftwater Technician certification. This academy will help to close the gap that we have in the low number of PSD Technicians.
 - a. Projected Expenses – 60 hour dive academy for two members with backfill (\$6,300.00)
18. USAR Technician course @ West Metro – 11 day USAR Technician course hosted at West Metro Fire Rescue in Lakewood. This 11 day curriculum typically covers 4 or 5 different USAR disciplines taught using the FEMA USAR standards. West Metro Fire Rescue is the host agency for FEMA USAR – Colorado Task Force 1. The LFRA SOT objective is to send 2 personnel to this technician course every other year to stay engaged in the latest curriculum and continue to build and develop relationships in the Technical Rescue Operations in the State.
 - a. Projected Expenses – 11 day course for two members with course tuition (\$13,240.00)
19. Rigging for Rescue Course – Rigging for Rescue is a USAR based curriculum for rope rescue. LFRA SOT went to this USAR curriculum last year and we are in the process of training the Rope Rescue Technicians in the organization. The team has two members trained to this standard / curriculum. The intension is to add one or two additional members under this curriculum to balance out the Technicians on the three different shifts. This would remove the need to pay extra hours for off duty personnel to receive the training.
 - a. Projected Expenses – 60 hour course for two members with course tuition (\$11,140.00)
20. Host Hazardous Materials Railcar Specialist Course – The railcar specialist course is for Hazardous Material Technicians. With the rail spur on the new LFRA Training Center property, and access to the OmniTRAX site near the sugar factory on N. Madison Ave, these locations provide for opportunities for LFRA HazMat Technicians to earn a specialty in railcar hazardous materials emergencies. LFRA has three different railroads going through their fire district: Great Western, Union Pacific, and Burlington Northern Santa Fe.
 - a. Projected Expenses – Five day course for two members with backfill (\$3,920.00)
21. Hazardous Materials Nuclear / Radiological Course – A part of LFRA Special Operations plan is to have a few specialists in Hazardous Materials. This is third specialty discipline in hazardous materials and with transportation of U.S. Department of Energy Waste Isolation Pilot Plant (WIPP) and Transportation of TRU Waste along the I-25 corridor, and Union Pacific the need for nuclear / radiological specialist is warranted.
 - a. Projected Expenses – Government sponsored course (food, flight, & lodging are covered) one member attending a five day course with backfill (\$2,520.00)

22. Develop a plan to create a regional team for specialized operations – Listed on page 57 of the LFRA 2012 Strategic Plan is an outline of the need for a regional specialized rescue team. A regional approach to the problem of enhanced services needed for SOT is perhaps the most viable and best option for maintaining and improving overall specialized operations service levels with the LFRA response area.
23. Develop a succession plan for water rescue technician level training – A succession plan is needed for the training and certification standards for our divers and swiftwater technicians. Partnering with local agencies like the Larimer County Dive Rescue Team or Dive Rescue International may be a viable option. Another option could be sending a diver to become a dive and swiftwater instructor.

2016 Objectives

24. Develop a plan to link into the state's FEMA USAR Team, Colorado Task Force I – To help enhance the local and regional team approach to special operations developing a relationship or linking into the state's FEMA USAR Team, Colorado Task Force I, would be a viable option. As listed in the LFRA 2012 Strategic Plan; the state USAR Team membership may be an option, but at the least, a seamless process for request for service, dispatch, response, and deployment should be developed for the local and / or regional specialized operations team.
25. 2016 Rescue School – The 2016 Rescue School will be a 5 day school focusing in on various disciplines for skill mastery. Perhaps this school could be a combined effort to help promote the regional and state relationships for specialized rescues in Northern Colorado.
 - a. Projected Expenses – 30 members five day school (\$53,200.00)

Loveland Fire Rescue Authority (LFRA)

Special Operations Team

By **Battalion Chief Tim B. Smith**



Special Operations Team (SOT)

	LFRA – Special Operations Team
	History
	Current Status
	2013 & 2014 Accomplishments
	Future
	Questions

Loveland Fire Rescue Authority

Special Operations Team mission statement.

“THE SPECIAL OPERATIONS TEAM GOAL IS TO PROVIDE COORDINATED AND EFFICIENT SPECIALIZED RESCUE SERVICES AND HAZARDOUS MATERIALS RESPONSE TO THE CITIZENS OF LOVELAND AND THE LOVELAND RURAL FIRE PROTECTION DISTRICT. MAINTAINING A HIGH DEGREE OF MOBILITY WITH THE ABILITY TO DEPLOY A RESPONSE ELEMENT AS REQUESTED THROUGHOUT THE REGION {SIC}.”

LFRA – Special Operations Team

All Hazards Response Team

- Urban Search & Rescue (USAR)
 - Collapse Rescue
 - Confined Space Rescue
 - Large Animal Rescue
 - Rope Rescue
 - High & Low Angle
 - Trench Rescue
- Water Rescue
 - Dive Rescue
 - Swiftwater Rescue
- Hazardous Materials (HazMat)



History of SOT



- SOT was created in 2005

- Consolidation of previous LFR teams

- HazMat
- Rope
- Dive



Current Status of SOT

31 Fire personnel – 2 Specialists – 9 Paramedics

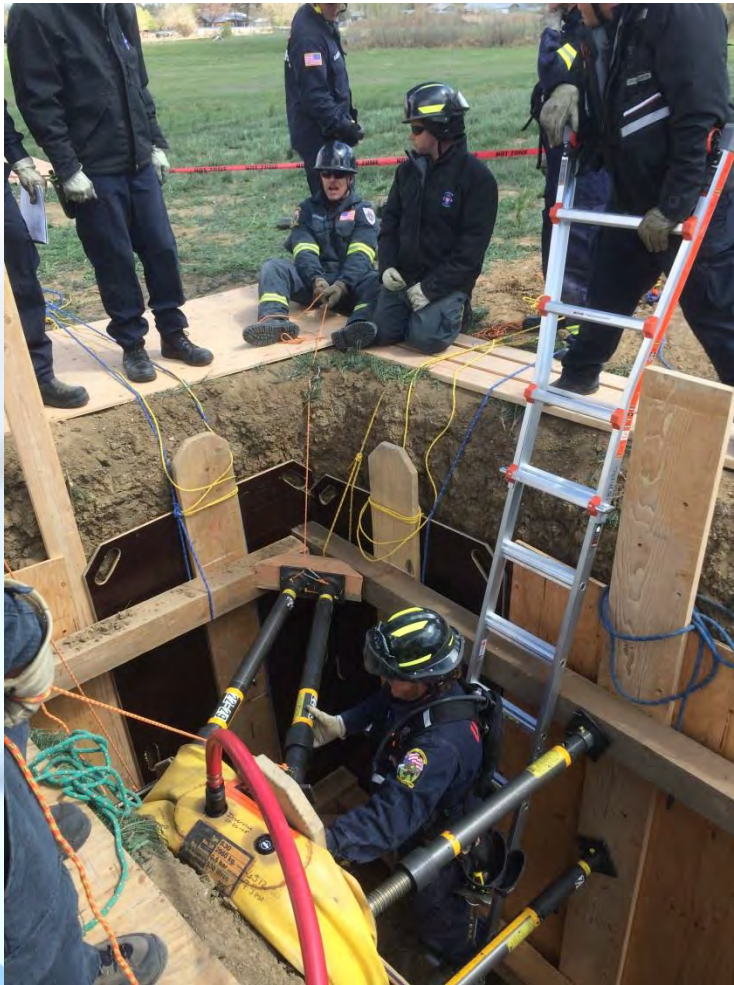
LFRA – 28 Personnel
and two specialists

Windsor Severance Fire
Protection – three
personnel

Thompson Valley
Emergency Medical
Service – nine
paramedics



USAR



23 – USAR Technicians in various disciplines:

- ❖ 6- Collapse Rescue
- ❖ 8 - Confined Space Rescue
- ❖ 2 - Large Animal Rescue
- ❖ 17 - Rope Rescue
- ❖ 18 - Trench Rescue

Water Rescue

12 – Public Safety
Divers

13 – Swiftwater
Rescue Technicians



HazMat



11-HazMat Technicians

80 hour certification
(minimum standard)

Over half of the
Technicians hold a 160
hour certification

A few of the Technicians
hold a 40 to 80 hour
specialist certification in
one of the following areas:

- ❖ Railcar
- ❖ Highway
- ❖ Radioactive

HazMat

All LFRA Operations personnel are required to have First Responder Operations Level certification

(regardless if they are on the Special Operations Team or not)



2013 & 2014 Accomplishments



- New Equipment
 - Rope
 - Confined Space
 - Air bags
 - UTV / Gator
 - Dive Boat
- Additional Technician Certifications
 - HazMat
 - HazMat Specialists
 - Dive
 - Confined Space

Future

- Maintain an adequate number of Technicians in each discipline
- Provide annual training to maintain a proficient skill set
- Build on a regional specialized rescue team concept for Northern Colorado



Questions?

Special Operations Team

Battalion Chief Tim B. Smith

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Agenda Item Cover

Item No.: 7

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



TITLE

Update on the Closure of the Consolidated Pension Fund

EXECUTIVE SUMMARY

Moses Garcia, Assistant City Attorney, will report the outcome of research on the requirements associated with closing the Consolidated Firemen's Pension Fund to new reserves (aka volunteers).

BACKGROUND

While the City and the Loveland Rural Fire Protection District (the "Rural District") are the sponsors of the Consolidated Firemen's Pension Fund of Loveland and Rural District a/k/a the Volunteer Firefighter Pension Plan (the "Plan") and would be the entities agreeing to close it, the Loveland Fire Rescue Authority (the "Fire Authority") has been delegated the responsibility for funding the Plan and has, up to this point, asserted authority generally to manage it, e.g., the Fire Authority has worked with Innovest to consider the LOSAP alternative to the Plan for new reserves/volunteers and has proposed the closing of the Plan. So, it is probably a fair position that the Fire Authority should be the party to contract with attorney Joyce Nakamura to close the Plan. Attorney Nakamura has provided an estimate of \$2k-\$3k and noted that a vote of the Plan participants would likely be needed.

It would be up to the Fire Authority to make a recommendation to close the plan to City Council and the Rural District before entering into a contract with Attorney Nakamura, or after the final procedural documents are ready. While the Plan Board has communicated its support for closure of the Plan, it is unclear how knowledgeable and/or supportive the Fire Authority Board, City Council and Rural District Board are of the idea. Regardless, the final procedural closing documents would likely be submitted from the Fire Authority as a recommendation to the City and the Rural District for action. The funding to close the plan may also be an issue that the Fire Authority would need to work through with the City and the Rural District, if the Fire Authority has insufficient funding to pay for the Plan closure. (Note: Mr. Garcia briefly reviewed ERISA guidance on the issue of having the Plan pay for the costs of closure. His initial understanding is that the closure cost is not considered a Plan expense that can be charged to the Plan.)

Given the need for Fire Authority recommendation(s), City Council and Rural District Board action, a possible vote by Plan participants and funding issues, it is unclear whether the Plan closure can occur this year - although he understand that is the Fire Authority Board's and Plan Board's stated goal. He will ask Kent to follow up with Joyce for a conservative estimate of the time needed to close the Plan, including City Council and Rural District action.

Agenda Item Cover

Item No.: 7

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



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STAFF RECOMMENDATION

Proceed necessary procedures to close the pension plan to new members.

FINANCIAL/ECONOMIC IMPACTS

Cost of attorney's fees

ASSOCIATED STRATEGIC GOALS

Deliver cost effective services

ATTACHMENTS

None



Agenda Item Cover

Item No.: 8

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Update on the LFRA Organization Chart

EXECUTIVE SUMMARY

Chief Ward will present on the progress associated with the collaboration between LFRA and the Big Thompson Canyon Volunteer Department to deliver services to the greater Loveland community.

BACKGROUND

There has been significant progress in 2014 related to collaboration between the two organizations. The organizational structure needed to be refined to efficiently and effectively support the Big Thompson Canyon Department that is critical to ensuring quality service for canyon citizens/visitors and firefighter safety. Chief Ward and Chief Lundquist have been working together to revise the organizational chart.

In the Strategic Plan (page 16) the Big Thompson Canyon Department Chief and the reserves that serve in the Canyon were listed at the Division Chief level. The attached organizational chart lists them at the Battalion Chief level to reflect the integration of department in the operational service delivery. This provides more adequate support for the Big Thompson Canyon Volunteer Department to maintain consistency for all response units in the LFRA service delivery area.

STAFF RECOMMENDATION

Information Only

FINANCIAL/ECONOMIC IMPACTS

Expect a collective savings over time; but initially there may need to be budgetary expenditures for the replacements of small equipment, as well as equipment testing and monitoring to meet standards and best practice.

ASSOCIATED STRATEGIC GOALS

Deploy an effective emergency response to minimize damage and loss.

Minimize and mitigate the risks of an emergency occurrence in the community.

Deliver cost effective services.

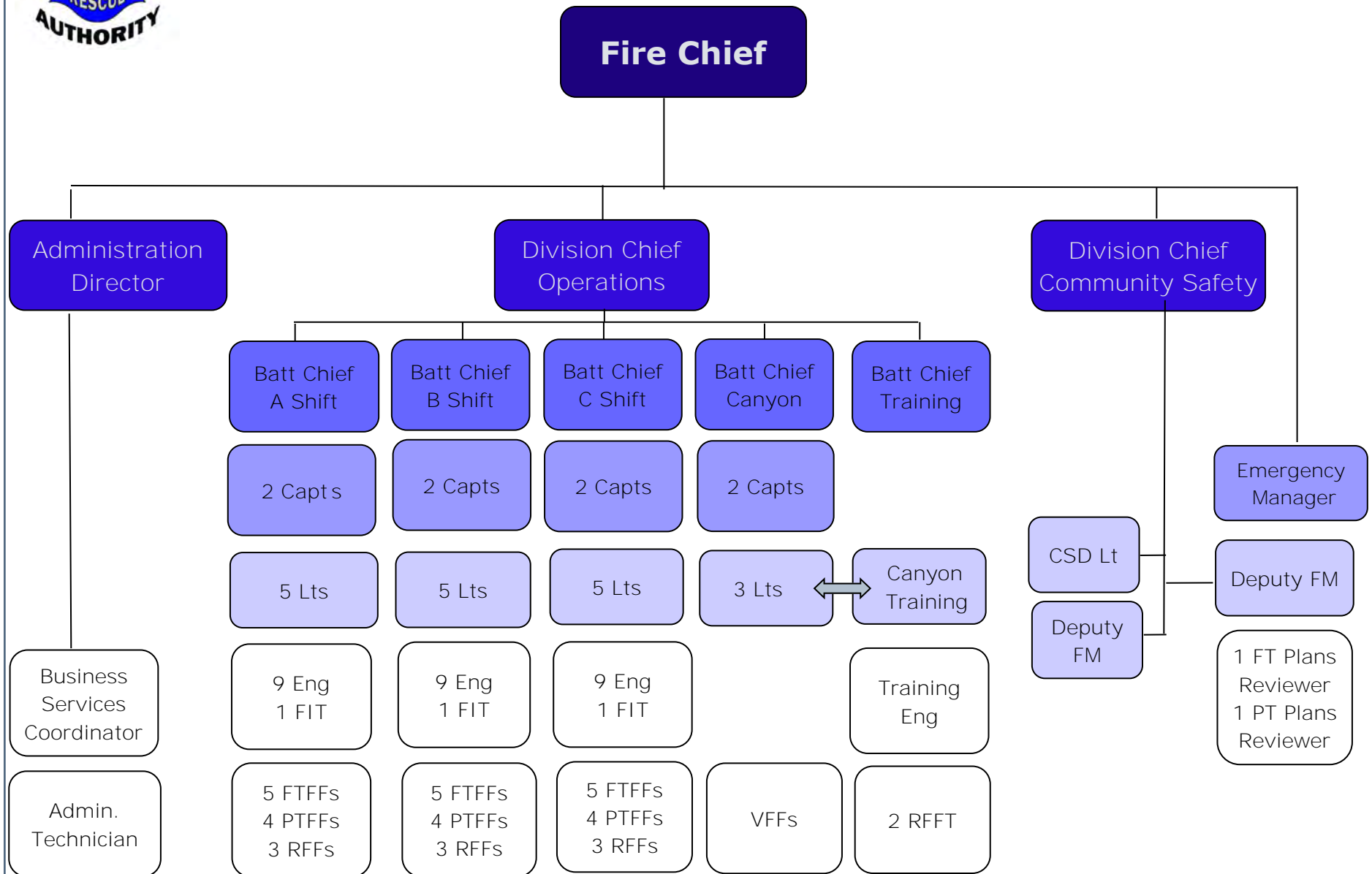
ATTACHMENTS

Revised Organizational Chart



LOVELAND FIRE RESCUE AUTHORITY

ORGANIZATION CHART



Agenda Item Cover

Item No.: 9

Meeting Date: November 13, 2014

Prepared By: Renee Wheeler, Public Safety Administrative Director



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TITLE

Review Briefing Papers and Correspondence

EXECUTIVE SUMMARY

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

- 2015 LFRA Budget Development
- Transition to New Fire Chief
- New and Old Fire Station 2 Updates
- Lincoln Hotel Apartments
- Division Chief Awards from the State
- Operations Division Report
- Community Safety Division Report
- Office of Emergency Management Activity

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
- September Statistics
- Letters and Articles



Fire–Rescue Administrative Division

Chief Randy Mirowski and Public Safety Administrative Director Renee Wheeler

Month of October 2014 Overview-

The month of October was another very busy month for LFRA and our personnel. Highlights this month include the actual opening, and grand opening, of new fire station two, the settlement agreement for the Lincoln Hotel Apartments for the installation of automatic fire sprinklers, the approval of the 2015 LFRA Budget by City Council, and the recognition of Division Chief Greg Ward as the State of Colorado Fire Instructor of the Year. This month we also had several impactful emergency calls including a structure fire where a dramatic rescue of one of our citizens was made by our firefighters. These and many other monthly activities are highlighted in these attached pages.

2015 LFRA Budget Development and Presentations-

The 2015 LFRA Budget was approved by vote of the City Council. The budget will now go back to the Fire Authority Board in November for final appropriation. The budget process for LFRA is, by the nature of our governance model, complicated. It has many steps involved from vision and goals, to development, review, presentations, approval and adoption, and finally appropriation. While there are more steps in our process than what we see in many fire service organizations, the end result is a well-thought out, well-vetted budget that has passed the scrutiny of many teams, boards and council. It is a good and effective process that ensures we deliver cost-effective services and that our citizens receive consistent, quality services for their tax dollars.

Transition to Our New Fire Chief-

Mark Miller will become the new LFRA Chief starting on November 10th. We are well into our plan for transition that has included almost daily phone calls, text messages, e-mails, and of course, personal visits. Chief Miller and Chief Mirowski met in Keystone, during the State Chiefs Leadership Conference, and had a great two hour meeting where numerous department related transition issues were discussed. Chief Miller is participating in the new LFRA Leadership Training program with Col Paul Callan during the last week of October, and will be present for the department awards ceremony on November 1st. We are thrilled to have Chief Miller as a part of the LFRA family and look forward to him “Taking the Con...”

New and Old Fire Station Two Updates-

On October 15th, new fire station two, at 3070 West 29th Street, officially opened for service to our citizens. Everyone involved with this project worked hard, including our line firefighters, to ensure that our timelines were met and this station went into service, fully operational on this date. Truthfully, there have been very few issues and virtually no problems in the construct and opening of this new and beautiful facility. On October 25th, we had a magnificent open house and grand opening attended by more than 300 people; mostly citizens from the surrounding neighborhoods. We are now “officially” a part of the neighborhood and both crews, Engine 2 and Rescue 2 are operating and making a difference in our community. The details for preparing the contract and working out final specifics for the sale old fire station two are nearly complete. The final review of the agreement to purchase will be with the Thompson Valley EMS Board on October 30th and it is expected to be on the City Council Regular Agenda on November 18th. The process for working out the details for purchase agreement/ contract with Thompson Valley EMS has been a work in process for nearly three years. Huge kudos goes out to TVEMS Chief Randy Leshner and our City’s legal staff, including Moses

Garcia and Judy Schmidt. Devin Davis and others from City Faculties have also been integral to get this deal done. With TVEMS occupying this station, we will provide an enhanced level of EMS services for our citizens.

Lincoln Hotel Apartments-

In October, an agreement was reached between the City of Loveland and the owners of the Lincoln Hotel Apartments, (LHA), to settle the appeal for the noted code violations written after an inspection in October of 2013. In reality, the LHA has been an ongoing matter for the fire department and the City of Loveland since 2004. The work done by the City Manager's office and the owner has resulted in a decision that will result in the LHA being equipped with automatic fire sprinklers, significantly improving the life-safety concerns for the occupants of the hotel, and will ensure enhanced safety for our firefighters. These changes will also ensure a greater level of protection to other downtown structures and enhance community fire safety for downtown. Division Chief Ned Sparks and his staff within CSD did an outstanding job helping us get to this outcome.

Division Chiefs Receive Awards from the Colorado Division of Fire Prevention and Control

In the month of October, we were notified that Division Chief Greg Ward was selected as the 2014 recipient of the Larry Kettlehut Award for *Fire Instructor of the Year award for the State of Colorado*. This award was given in recognition of Chief Ward's dedication and service and his teaching, mentoring and advancement of the fire service in Northern Colorado and throughout the state. We are so very proud of Chief Ward and this recognition is well deserved for all that Greg has done in our region and throughout the state for Blue Card Hazard Zone Management training, and for the enhancement of the State's Fire Officer I training and certification program. Well done, Greg, we are all exceedingly proud of you!

We were also notified that Division Chief Ned Sparks was awarded the first ever Lifetime Achievement Award for his relationship with the State, the development of the Fire Instruction I program and his contribution to State Certification Programs. His contribution helped firefighters throughout the state improve their technical and tactical skills.

Mark Quick and Theresa Staples from the Colorado Division of Fire Prevention and Control presented these awards at the November 1, 2014 Department Appreciation Event.

Other Fire Department Activities in September:

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

- Completing the needed and ongoing training efforts for our firefighters and officers
- Various board and commission meetings
- Various meetings with other chief officers in the area, focusing on improving regional response
- Rural Board Meeting
- Fire Rescue Advisory Commission Meeting (related meetings with FRAC not regular meeting)
- Meeting with TVEMS Chief- purchase of old fire station two (several meetings)
- Numerous meetings with citizens and builders for development review and permitting
- Business safety visits (see CSD report)
- LFRA Officer Training- Leadership Training with Paul Callan
- Meetings for Station 2 Grand Opening
- Presentation to City Council for Residential Fire Sprinklers
- City Employee Annual Awards Presentation

- Community Award Presentation for Group Inc. @ Candlelight Dinner Theater
- Meeting for Development/ Permit Center at FAB

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 October 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

October 2014

Operations & Training Update

- The 2014 Reserve Firefighter Academy is in progress.
- Worked with Chief Lundquist on Canyon integration into LFRA, including a new organizational chart.
- Certified sawyers attended an annual hands on refresher training.
- Captain Gilbert attended the Blue Card Hazard Zone Management Conference at Notre Dame.
- Special Operations Team personnel trained in building collapse rescue shoring.
- Shift personnel completed haz mat decontamination training.
- Mutual Aid – Live Fire Training – LFRA, LFRA Canyon Firefighters, Berthoud, Estes Valley and Johnstown participated.
- VFIS Emergency Driving Certification course was held for the new Part Time Firefighters.
- LFRA personnel instructed the FRFC Academy's classes on LPG fires, car fires, flashover (fire behavior) and modern ventilation science.
- DC Ward and BC Smith attended the State Chief's Leadership Conference.
- Hosted a two day "No Brainer Leadership" course taught by Retire Phoenix Fire Chief Alan Brunacini.
- The Training Center was utilized by the following agencies in October,
 Loveland Police Aims Community College Fire Academy City of Loveland Public Works
 Front Range Fire Consortium Academy

Significant Incidents

- Apartment fire on Maple Drive, crews contained the fire to the room of origin and rescued one victim from the fire apartment.



Apparatus Updates

- Construction on the new aerial tower is on track. Capt Goodale, Lt Stolz and Eng. Wynkoop attended a mid-construction inspection at the Pierce Plant the last week of October. The final inspection is scheduled for December 2nd.

- The Apparatus Committee and Renee are working on the bid packet for the refurbishment of the current aerial ladder truck that will become our reserve. This work will take place in 2015 following the delivery of the new aerial tower.

APPARATUS PROFILE**Engine 2****2005 Spartan / Crimson****1500 gallon per minute pump****750 gallon water tank**

Photos from the Mutual Aid Live Fire Training – LFRA, LFRA – Canyon Firefighters, Berthoud, Estes Valley and Johnstown







Community Safety Division

Division Chief Ned Sparks

October 2014

Community Safety Division Update

Update/overview of division, significant programs and projects:

- ❖ Significant Fire Investigation at 2000 Maple Dr. The cause of the fire is still under investigation by a private investigation company. The occupant of the apartment was rescued by Operations personnel and a great job of securing the scene by all fire crews was outstanding!

- ❖ A compromise with the owners of the Lincoln Hotel has been reached and after several meetings a written agreement has been created to resolve the outstanding violations, including the installation of a fire sprinkler system by June 30, 2015. This is a significant addition to promote a safe building for the occupants and will help to prevent a catastrophic fire event on 4th St. Thank you to all involved, especially Chief Mirowski!
- ❖ The Residential Fire Sprinkler recommendations have been presented to the Fire Authority Board and City Council in October. The committee had agreed to request the addition of fire sprinklers to duplexes and townhomes – this excludes all unattached single family dwellings. Thank you Retired Chief Bob Skillman for taking the lead of the committee!
- ❖ The City of Loveland permitting center continues to be discussed with a draft operational plan that was reviewed with the City of Loveland Executive Leadership. Discussion continues regarding the scope of the project and the Development Review Team. The next step is to hire an architect to help the group develop a plan and ask for funding to alter the building in 2015.
- ❖ The Building Department is attempting to fill the open Plan Reviewer position without success and has been reposted for a larger candidate pool. The Fire Plan reviewers continue completing plan review and inspections in a timely manner and ensure the workload is maintained at an appropriate level, but are still being impacted financially and opportunity cost due to the open position in the Building Dept. This has created a secondary review of the duties by the current CSD staff, with the probability of reassigning duties and reevaluating where the staff is focusing their efforts and time. This is in conjunction with the goal of FRAC to evaluate the effectiveness of our public education efforts.
- ❖ Review of the fees charged in the Rural Fire Protection District is under review with a recommendation for changing the current fee structure moving forward. Thank you Renee and Carrie for looking into the current rates and comparing to our region.
- ❖ Reevaluating the car seat installation program and developing a plan to complete with duty crews or CSD staff. The program has had a twice a month sign up on Saturdays and is not an effective customer service model.

Significant Building Plan Reviews, Special Events and Inspection:

- Completed final inspections for new Public Works Administration
- Rescue Island inspections, renovations at Resurrection Fellowship
- Complete final inspections for LFRA Fire Station 2
- Completed final inspection for first building of Mirasol Greenhouses, a multi-building complex with residences for senior citizens
- Worked with FIT Waldorf to resolve a longstanding inspection issue related to storage of waste tires at a tire store
- Aspen house II alarm system decisions/ meetings with Chuck and me
- Big fat pastor....plan review deficiencies/ bldg.. dept. review deficiency
- HOA fire parking sign thing...meeting with HOA group two times, and out on site
- Walk thru old HNS building on Cleveland Avenue for future tenant
- Walk thru south Lincoln site with Alison Hade for homeless residences
- Meeting with contractor to establish third phase for House of Neighborly services
- Lakes clubhouse inspections.

Inspections and Fire Safety Visit - Engine Company visits and CSD staff;

- Electrical violations 369 - 124 being extension cords, 63 being space around panels, 52 being multi-plug adapters and 37 being open junction boxes.
- Extinguisher issues 178
- Egress illumination(frog eyes) 87
- Working space around elec. Panels 63
- Current Knox keys 61
- Multi-plug adapters 52
- Combustibles in mech. Rooms 52
- Exit sign illumination 45
- Obstructed exits 35

Training & Public Education:

- 3-day fire investigators training conference in Vail (DFM Pringle)
- Rocky Mountain Accreditation and Professional Credentialing Consortium 4th Quarter Meeting (Ty Drage)
- 6 business/4 school inspections
- 1 tent inspection
- 1 haunted house permit/inspection (multiple visits)
- 1 YFS intervention session completed, and preliminary scheduling for 2 more
- School safety assembly and Walk to School Day events at Van Buren Elementary
- LFRA events planning meetings and retirement car show event for Chief Mirowski
- 1 Knox key update service call
- 1 car seat inspection/installation
- sorting and boxing up the coats from the City's annual coat drive
- City website content managers team meeting/training
- Blue Card Mayday module CE training
- 2014 Expo event AAR
- HM permit program training for Bukowski and Waldorf
- In-service fire safety/fire extinguisher training for staff at Waste Water Treatment Plant

Office of Emergency Management

Captain Pat Mialy, City of Loveland Emergency Manager

October 2014

Office of Emergency Management Update

Flood Recovery

- On-going city recovery planning meetings
- On-going EOC improvement purchases and planning
- Attended Larimer County Long-Term Recovery Group meetings

Operations and Maintenance

- Continued with making modifications for new EOC layout
- Facilitated NIMS training
- Facilitated WebEOC training
- Retained Engineer to study FAB tower loading and communications performance

Planning and Documentation

- On-going planning meetings for an emergency communications in EOC
- Participated in LFRA way development
- OEM MA with partners in Larimer County approved by City Council
- Received NWS Storm Ready official recognition letter
- Met with TVEMS to coordinate Ebola planning, training, and information sharing

Emergency Preparedness Relationships

- Attended MCR emergency preparedness group meeting
- Met with Sgt. Ertman of LPD for risk assessment planning
- Attended North Colorado Emergency Managers group meeting
- Participated in State Conference planning meeting
- Hosted Larimer County Emergency Health Care Coalition meeting
- Attended MCR emergency preparedness group meeting
- Attended Larimer County Emergency Managers group meetings

Grants

- Prepared quarterly reimbursement requests for EMPG
- Worked on providing supplemental information for HMGP grant application

Training and Public Outreach

- Conducted Tornado planning at Centennial Elementary School
- Conducted EXPO debriefing

Training Received

- Attended Leadership workshop presented by Chief Alan Brunacini
- Attended President's Community Lecture Series featuring Dr. Lori Peek
- Attended class #2 of LEAD Loveland
- Attended HSEEP (exercise planner) train-the-trainer refresher course
- Attended Paul Callan Leadership course

Exercises

- Participated in MCR patient surge exercise (Teddy Bear Hospital)



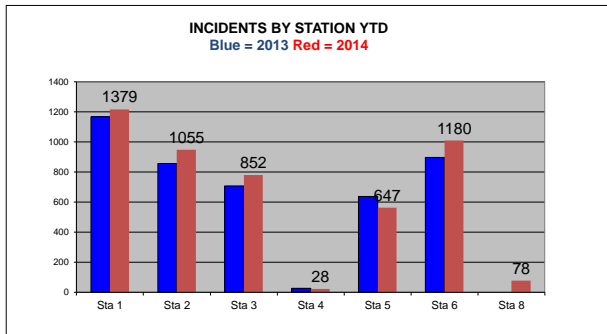
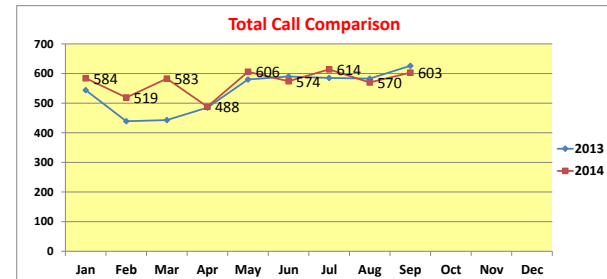
LOVELAND FIRE RESCUE AUTHORITY

September, 2014

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CALL INFORMATION						
INCIDENT TYPE	CITY	RURAL	MO. TOTAL	YTD	%	Prev. Yr.
Structure Fire (Residential)	1	1	2	25		
Structure Fire (Commercial)	0	0	0	1		
Vehicle Fire	1	1	2	24		
Grass/Wildland Fire	0	1	1	33		
Smoke/Odor Investigation	8	2	10	124		
Fire Alarm	57	3	60	445		
Other Fire	19	4	23	187		
Total Fire Related	86	12	98	839	17%	839
Total Medical (EMS)	280	33	313	2,656	51%	2,416
Motor Vehicle Accident	42	16	58	484		
Hazmat	12	6	18	120		
Water/Ice Rescue	0	0	0	10		
Carbon Monoxide	10	1	11	115		
Public Asst. (Service)	24	4	28	266		
Cancelled Enroute	27	27	54	538		
No Incident Found	7	4	11	67		
Standby	5	2	7	20		
Airport Standby	4	1	5	26		
Airport Emergency	0	0	0	0		
Total Miscellaneous	131	61	192	1,646	32%	1,663
Month-End Total	497	106	603			
Year Cumulative	4,164	977		5,141		4,918
Percentage YTD	81%	19%				

Average Response Times YTD in Minutes	Prev. Year	Fire Confined to Room of Origin	Previous Year
Call to Tone Out	1.92	2:03	77%
Dispatch to Enroute	1:10	0.82	
Enroute to 1st Arrival	3:19	3:03	
Average on Scene	17.63	11.94	



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

MUTUAL/AUTO AID STATISTICS YTD				
	Received	Hours	Given	Hours
Fort Collins	41	24.5	78	33.25
Previous Year	39	40	76	48
Berthoud	9	9	14	7.75
Previous Year	25	23	55	42.5
Windsor	52	26	36	19
Previous Year	44	30.5	30	18.5
Johnstown	2	1	14	8
Estes Park	0	0	0	0
Previous Year Totals	108	93.5	161	109
YTD TOTALS	104	60.5	142	68

Training & Reserve	Hrs/Month	Hrs/Prev Month	Hrs/Prev Yr.	Hrs/Year to Date
Shift	1139.85	1,026.70	9,635.00	10,589.65
Reservist	19.00	2.50	160.50	275.50
Admin	42.00	39.00	603.00	639.00
Total	1,200.85	1,068.20	10,398.50	11,504.15
Reservist Shift Hours	180.50	147.50	3,005.00	2,387.00

LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$424,365	\$118,776	\$ -	\$ -
Commercial Structure*	\$ -	\$ -	\$ -	\$ -
Other Fires	\$3,000	\$0		\$0
Month Total	\$427,365	\$118,776	\$0	\$0
Year Cumulative	\$1,171,947	\$5,193,917	\$28,734	\$253,977

Specialized Disciplines Training			
	YTD Courses	Prev. Yr. Courses	YTD Hrs.
Collapse	24	15	36
Rope	50	90	53.5
Confined Space	21	11	36.25
Search/Rescue	3	4	8
Water	49	47	116.25
TAC	7	2	10
Hazmat	66	59	53
Wildland	186	123	331.1
YTD TOTALS	406	351	644.1



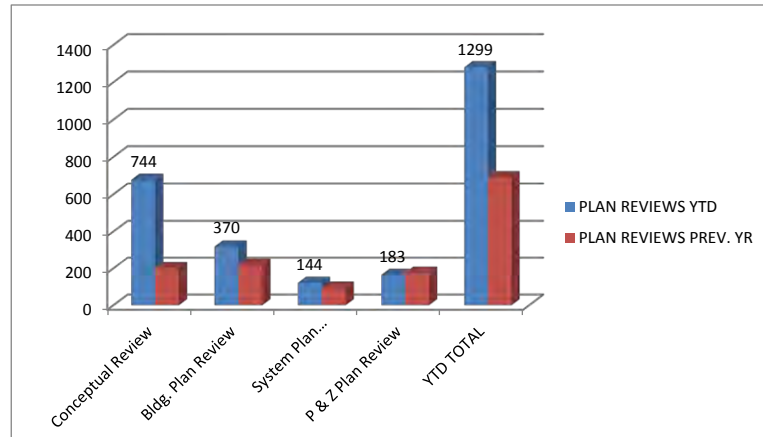
LOVELAND FIRE RESCUE AUTHORITY

September, 2014

PLAN REVIEW STATISTICS

	City	Rural	Totals	Hours
Conceptual Design	66	1	67	57.5
Previous Month	71	6	77	66
Previous Year	255	21	276	337
YTD Total	719	25	744	598.5
Building Plan Reviews	50	2	52	103.5
Previous Month	51	2	53	116.5
Previous Year	259	21	280	394
YTD Total	349	21	370	781.5
System Plan Reviews	23	X	23	25
Previous Month	9	X	9	12
Previous Year	99	X	102	144
YTD Total	146	X	144	141.5
P & Z Plan Reviews	17	2	19	37.5
Previous Month	16	6	22	25
Previous Year	177	11	188	243
YTD Total	167	16	183	336
TOTAL REVIEWS YTD	1240	62	1299	
Previous Year	790	56	846	

Plan Reviews YTD



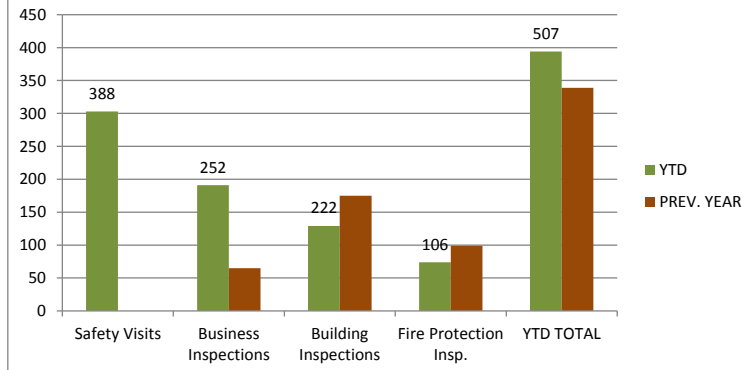
Conceptual Design Check-Ins YTD	521	258
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Fire Protection Permits Average days in review - 7.3 days
Percent within goal time - 87% in September

INSPECTION STATISTICS

	City	Rural	Total	Hours
Eng. Co. Safety Visit*	388	0	388	193.5
Safety Re-Visit	39	0	39	19.5
Business Inspections	25	3	28	21
Previous Month	31	2	33	29
Previous Year	56	17	73	78
YTD Total	229	23	252	272
Building Construction	53	5	58	86.5
Previous Month	31	4	35	60
Previous Year	170	37	207	274.5
YTD Total	201	21	222	325
Fire Protection System	23	0	23	25
Previous Month	7	2	9	12
Previous Year	95	10	105	93
YTD Total	92	0	106	138.5
TOTAL INSPECTIONS YTD	459	48	507	
Previous Year	303	42	345	

Inspection Statistics YTD



YTD Total does not include Eng. Co. Safety Visits

*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	19	1	3	20	9	101	134	*Completed final insp. on Pub Wks Admin.
Hazmat Permits	12	6	3	18	12	91	102	*Rezcue Island inspections, renovation
Tents/Special Events	11	2	2	13	6	71	44	*Completed final inspections for LFRA FS 2
Burn Permits Issued	0	7	1.5	7	3	92	90	*Completed inspection for 1st bldg. @ Mirasol Greenhouses
Investigations	2	0	6	2	4	41	24	*Big Fat Pastor Plan Review
Service Call/Complaints	0	0	0	0	4	64	39	*Rialto Employee of the Year Nominees
Car Seats Installed	9	0	4.5	9	8	95	118	*Walk thru old HNS Bldg. for future tenant
JFS Program	1	0	1	1	0	11	10	*Lakes Clubhouse inspections
Public Education Events	5	0	12	5	2	40	47	*2014 Safety Expo
Total Pub. Ed. Contacts	519	0		519	70	2,308	3,543	*Fire Code Classes for FITs

facebook



Nicole Pettit commented on [City of Loveland, Colorado - Government's status](#).

Nicole wrote: "I cannot express enough gratitude to the Loveland Rescue Authority, City of Loveland, the firefighters who responded, the Loveland Housing Authority, and those that manage Silver Leaf Apartments for the rescue of my mother from her apartment that caught fire on Thursday, October 23rd. They all care so much about my mom and how she is recovering. They keep reiterating how lucky she is to be alive. Thank you to everyone who helped my mom fight for her life. Thank you to all my family and friends who have helped me get through this difficult time thus far. We are blessed.

<http://www.cityofloveland.org/index.aspx?page=30&recordid=2290&returnURL=%2Findex.aspx%3Fpage%3D1>"

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