

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

**FRFC Board of Directors
Notice of Regular Board Meeting and Agenda
January 21, 2024, 2:00pm
Loveland Fire Rescue Authority Training Area – 1040 Emergency Dr.
Loveland, CO 80537**

AGENDA ITEMS

1. **Call to Order:** This meeting was called to order at 2:00pm by FRFC Board President Fire Chief Tim Sendelbach.

Roll Call: Chief Stephen Charles (Berthoud), Chief Michael Calderazzo (Boulder), Interim Chief Randy Callahan (Boulder Rural), Chief Michael West (Front Range), Chief Brian Kuznik (Greeley), Chief Pete Bradshaw (Lafayette), Chief Dan Higgins (Longmont), Chief John Willson (Louisville), Chief Tim Sendelbach (Loveland), Chief Dave Beebe (Mountain View), Chief Jim Klug (Platte Valley), Chief Chris Angermuller (Windsor-Severance)

Also Present: Chief Greg Ward (Loveland), Chief Eric Klaas (Loveland), Chief Jason Goodale (Loveland), Captain Jamie Wood (Mountain View), Lieutenant Stew Visser (Longmont), Chief Ryan Rieser (Platte Valley), Chief Chris Melvin (Louisville), Captain Justin Boehler (Boulder), Chief Jeramie Greer (Windsor-Severance), Sara Simonton (JVG), Taygan Lane (LFRA & FRFC Admin)

2. **Approval or Changes to the Agenda:**

*Motion to approve the agenda as presented – Chief Brian Kuznik (Greeley Fire Department)
seconded – Interim Chief Randy Callahan (Boulder Rural Fire Rescue)
All Approved – Motion Carried*

3. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from December 17, 2025 – Regular Meeting

*Motion to approve the previous board meeting minutes as written – Chief Pete Bradshaw (Lafayette Fire Department)
seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)
All Approved – Motion Carried*

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

4. **Call to the Public:** No members of the public provided comment, either in person or online.

5. **Financials:**

a. **Monthly Financial Report** – Sara Simonton

Sara presented the monthly financials, highlighting a bank balance of \$85,000 as of December. There is approximately \$180,000 in open accounts receivable (AR) at the end of December. The total revenue for 2024 was reported at \$296,000, primarily from replenishing training funds and new member dues. Questions were raised regarding professional development expenses and the projected revenue for 2025.

Sara also mentioned that she has set up automatic payment with the bank so that way we don't incur any late fees or interest fees. It also gives her time to get everything paid and reconcile the account.

Administrative costs were discussed, including the allocation of audit fees and their impact on agency charges. Sara explained that leased resources cost was highest due to the large academy in the spring of 2024.

Motion to approve the monthly financial report as presented – Chief John Willson (Louisville Fire Protection District)

seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)

All Approved – Motion Carried

b. **Review and Renewal of FRFC Insurance Policy (DBA TCW Risk Management)** – Chief Kuznik

Chief Kuznik met with the FRFC's insurance representative, Christie Kersnick. He shared that he thinks we should continue with the same insurance policy for the FRFC and the training facilities that they utilize. The premium is going up 12%, or \$11,801 for the continuation of the policy. Chief Klaas shared that there are 2 facilities that no longer need to be insured, but otherwise everything else on the policy can stay the same.

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

*Motion to approve 2025 Continuation of Insurance Policy for the FRFC with an increase of \$11,801 – Chief Chris Angermuller (Windsor-Severance Fire Rescue) seconded – Chief Stephen Charles (Berthoud Fire Protection District)
All Approved – Motion Carried*

6. Old Business:

a. FRFC Revised Financial Model – Chief Kuznik/Sendelbach

Chief Kuznik and Chief Sendelbach have a meeting scheduled with the Greeley Fire Department Budget Analyst to discuss the South King County financial model. He explained that this model is an all-encompassing model that a similar 13-agency consortium in South King County is using where every agency pays in a single dollar amount that covers all of the training requirements for the agency. He shared that they felt this scale may be too large for the FRFC but will hopefully be discussed further to potentially be used for 2026.

b. AIMS Bridge Academy – Chief Bradshaw/Klaas

There was no update provided for this meeting.

c. FRFC Director Position – Chief Beebe/Angermuller

Chief Angermuller shared that he, Chief Beebe, and Chief West worked together to create the FRFC Director job description. He wants the Board to take a closer look and come back to the next meeting with ideas on how to pay for this position, as well as share their general thoughts.

d. 2024-2 Fire Academy AAR – Chief Klaas

Chief Klaas briefly shared the Academy 24-2 after action review with the Board, noting that in the past they had not had a chance to make a budget projection due to multiple factors constantly changing with each academy. However, they were able to make a projection for this academy (24-2), and their projections were close to the actual cost of the academy. The total cost of academy was \$272,785, which was about \$30,000 over budget. With 18 recruits, this means that it was \$16,046 per recruit to go through academy.

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

In order to mitigate costs where they could, they tried consolidating cadre, they stretched student-to-instructor ratio from 4:1 to 5:1 and used Wellington's acquired structure to try and reduce facility fees. They were also fortunate enough to not have a facility fee from the Forge.

He then went on to discuss some areas of improvement for the next academy. Logistics improvements are needed, including potential collaboration with Loveland Fire Rescue Authority, Front Range Fire Rescue, and Berthoud Fire Protection District, or the Joint Logistics agency, compensated as a leased resource program. There is a need to improve instructor depth because with academy 24-2, there were challenges with module instructors having scheduling conflicts and others filling in who were not as knowledgeable on the module content as the original instructor. The goal is to develop a succession plan for the modules and aim to not build modules around individual instructors. Documentation and timing are another area in need of improvement with an option of moving skills testing to Thursday instead of Friday to give recruits a chance to study more before retaking. Chief Klaas and Cadre members are also investigating the Vector Solutions Performance Plus system to enhance performance documentation, with a potential maintenance fee of \$1500 and cost of \$40 per recruit. A problem, though, is that not all FRFC agencies are in Vector Solutions. Lastly, Chief Klaas discussed that they were short on certified live fire instructors and that could become a liability and would like the agencies to encourage their instructors to get their Colorado State Fire Instructor certification.

Despite challenges, the academy demonstrated several strengths. There were reduced and balanced cadre hours in total of about 42 hours a week instead of 52-54 hours previously. The collaboration with Dr. Moto from Texas Tech resulted in decreased recruit injuries and higher attendance rates. They also had low written test failures with only 2 recruits needing to retest due to 4–10-hour days instead of 5–8-hour days which allowed more study time for the recruits. There was successful implementation of more objective performance measures.

The next academy is scheduled to start on February 18th with key focus areas including continuing to refine the funding model, developing a comprehensive succession plan, and elevating instructor certification standards. Battalion Chief Jason Goodale is preparing to assume training leadership, marking an important step in the organization's long-term strategic planning process.

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

The Board emphasized the importance of supporting professional development for instructors, implementing comprehensive evaluation processes, and creating sustainable pathways for instructor certification. Chief Sendelbach suggested that Taygan could create an evaluation form for recruits to fill out at the end of the academy to allow recruits to give their honest feedback on how they think the academy went.

7. **New Business:**

a. **FRFC Recruit Class 2025-1 – Budget/Revised Curriculum Proposal** – Chief Sendelbach/Klaas

Chief Klaas and Lieutenant Visser have spent the last few weeks creating different academy funding options for the Board to look over and choose the best option for Academy 25-1. Chief Klaas presented a spreadsheet with 4 different options to the Board:

Option 1: This option was to show what the last academy (Academy 24-2) and other recent academies were using. Chief Klaas and Lt. Visser created this option in order to get a base number to overcome in the other potential options and to show what the budget would look like if they continued the way they are now. They would need a minimum of 25 recruits to break even and they would face a \$88,000 budget deficit.

Option 2: This option is a Cadre-only taught academy without SMEs. Given funding restraints, there would only be 2 cadre members and significant cuts to the curriculum including Hell Night, skills day, and 2 live fire days. The academy would still be in \$33,00 deficit with the potential to be more with the loss of even one recruit.

Option 3: In this option there would be 3 cadre members and SMEs in order to maintain the delivery of the content. However, there would be significant cuts including Fire Fighter II and Wildland curriculum to stay within budget. After the curriculum cuts there will be a profit of \$6,000.

“1099 Option”: This option shows a reduction in instructor wages starting with a base pay of \$35 an hour and increasing from their based on an instructor’s highest

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

certification. The FRFC would send individual checks to the instructors and there would be no taxes drawn out, leading to repercussions in the future. Chief Sendelbach urged that the title of this option is not the most accurate and encouraged the Board to look at the other options that Chief Klaas and Lieutenant Visser had created.

25-1 Cost Split Option: This option is a completely different look at academy than what has been used in past years. There would be no upfront cost, instead the cost at the end of the academy would be split up between supporting agencies and by percentage of contribution. This option doesn't consider the 10% administrative fee based on the per recruit cost that the Board established at the last meeting.

Chief Sendelbach showed interest in this option, but raised the question of whether the Board thinks it would be beneficial to install the instructor certification wages that were previously discussed. Chief Bradshaw agreed with Chief Sendelbach and shared that he felt this would level the playing field with the reimbursement rate as well as add value to the instructor coming to teach.

Chief Klaas brought up the fact that this academy is mostly made up of the smaller agencies and expressed that bigger departments will need to still support the academy.

Chief Bradshaw posed the question of whether the FRFC has ever considered using credits instead of money regarding the academy and its costs. None of the Board members had the answer but thought that was probably not so.

After much discussion, the Board decided that the cost-split model was a fair option, but that this needs to be investigated further in the future.

Motion to approve the Cost-Split Model as presented – Chief Tim Sendelbach (Loveland Fire Resue Authority)

seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)

The motion was approved with 10 votes in favor and 2 abstentions – Motion Carried

Motion to approve Academy 2025-1 instructor rate of \$35-50 based on highest certification – Chief Tim Sendelbach (Loveland Fire Rescue Authority)

seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

*The motion was not approved with 4 votes in favor, 4 against, and 2 abstentions –
Motion Failed*

*Motion to approve three cadre for Academy 2025-1 – Chief John Willson (Louisville
Fire Protection District)
seconded – Chief Chris Angermuller (Windsor-Severance Fire Rescue)
All Approved – Motion Carried*

b. Quote for Annual Ground Ladder Testing – Chief Sendelbach

The annual ground ladder testing quote of \$1,750 was proposed by Chief Sendelbach. Sara wanted to know how all the different agencies would pay the amount, and the Board decided it was best to use the existing administrative capital fee of \$5,000.

*Motion to Approve Quote of \$1,750 for the Repair of the Ground Ladders – Chief
Chris Angermuller (Windsor-Severance Fire Rescue)
seconded – Chief John Willson (Louisville Fire Protection District)
All Approved – Motion Carried*

8. Next Regular Meeting: 2:00pm February 18, 2025, Berthoud Fire Protection District, Station 1 – 248 Welch Ave. Berthoud, CO 80513

9. Adjournment: This meeting was adjourned at 4:10pm January 21, 2025

*Motion to Adjourn – Chief John Willson (Louisville Fire Protection District)
seconded – Chief Brian Kuznik (Greeley Fire Department)
All Approved – Motion Carried*

Berthoud Fire Protection
Boulder Fire Rescue
Boulder Rural Fire Rescue
Front Range Fire Rescue
Greeley Fire Department
Lafayette Fire Department



Longmont Fire Department
Louisville Fire Protection
Loveland Fire Rescue Authority
Mountain View Fire Protection
Platte Valley Fire Protection
Windsor Severance Fire Rescue

ATTESTATION OF MINUTES: *We attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Front Range Fire Consortium, are a true and accurate record of the meeting held on the date stated above.*

A handwritten signature in black ink, appearing to read "T. Sendelbach", written over a horizontal line.

_____, FRFC Board President
Fire Chief Tim Sendelbach

A handwritten signature in black ink, appearing to read "B. Kuznik", written over a horizontal line.

_____, FRFC Board Secretary
Fire Chief Brian Kuznik









1-21-2025 Board Meeting Minutes (Draft)

Final Audit Report

2025-02-19

Created:	2025-02-19
By:	Taygan Lane (Taygan.Lane@lfra.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIqbOwfgpR3AjXOY3QSBL3Qr1UQrD1JDn

"1-21-2025 Board Meeting Minutes (Draft)" History

-  Document created by Taygan Lane (Taygan.Lane@lfra.org)
2025-02-19 - 2:31:20 PM GMT
-  Document emailed to Tim Sendelbach (tim.sendelbach@lfra.org) for signature
2025-02-19 - 2:31:54 PM GMT
-  Document emailed to Brian Kuznik (brian.kuznik@greeleygov.com) for signature
2025-02-19 - 2:31:54 PM GMT
-  Email viewed by Brian Kuznik (brian.kuznik@greeleygov.com)
2025-02-19 - 2:47:37 PM GMT
-  Document e-signed by Brian Kuznik (brian.kuznik@greeleygov.com)
Signature Date: 2025-02-19 - 2:47:58 PM GMT - Time Source: server
-  Email viewed by Tim Sendelbach (tim.sendelbach@lfra.org)
2025-02-19 - 6:54:49 PM GMT
-  Document e-signed by Tim Sendelbach (tim.sendelbach@lfra.org)
Signature Date: 2025-02-19 - 7:56:19 PM GMT - Time Source: server
-  Agreement completed.
2025-02-19 - 7:56:19 PM GMT