

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  
Regular Board Meeting Minutes  
November 19, 2024, 2:00pm  
Virtual – Via Teams**

1. **Call to Order:** The meeting was called to order at 2:01pm by FRFC Board President Fire Chief Tim Sendelbach

**Roll Call:** Chief Stephen Charles (Berthoud), Chief Michael Calderazzo (Boulder), Chief Greg Schwab (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)

**Also Present:** Chief Greg Ward (Loveland), Chief Darren Jaques (Windsor), Eric Klaas (Loveland), Andrea Smith (Loveland Finance Manage), Sara Simonton (JVG), Cherie Kozak (FRFC & LFRA Admin)

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

Chief Dan Higgins requested a refresher on revenue disbursement for Academy 2024-1

*Motion to approve the agenda as presented with the requested addition of a refresher on revenue disbursement presented by Chief Dan Higgins (Longmont Fire Department) – Chief Brian Kuznik (Greeley Fire Department)  
seconded – Chief Michael West (Front Range Fire Rescue)  
All Approved – Motion Carried*

3. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from October 15, 2024 – Regular Meeting

*Motion to approve the previous board meeting minutes as written – Chief Pete Bradshaw (Lafayette Fire Department)  
seconded – Chief Jim Klug (Platte Valley Fire Protection District)  
All Approved – Motion Carried*

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

5. **Financials:**

a. **Discussion/Possible Action:** Monthly Financial Report - Sara Simonton (JVG)

Sara shared a PowerPoint outlining the monthly financial report. Chief Sendelbach asked Sara about the Seminar expense of \$100,500.00, as the All-American Leadership contract was just under \$100,000. Sara said the Kendal Regan Nutrition center was \$300 per academy totaling \$600.00, which brought the Seminar expenses up to \$100,500.

Chief Klaas also asked for clarification on the nutrition center charges as they are technically part of Academy. Sara said it is being charged to Academy, but it is falling under professional development or professional services as a line item.

Sara shared that JVG will be invoicing agencies after the December 5<sup>th</sup> graduation and the goal is to have Academy financials completed prior to the end of the 2025 Academy year.

Sara requested Board clarification on invoicing and how they would like to handle gross profit or loss per academy. She said the spring academy is consistently larger than the fall, making the spring Academy less expensive. She asked if that margin is supposed to be passed back to the agencies or if they are holding at \$14,000 and the plus or minus will go into the following academy.

Chief Sendelbach clarified that an overage will go back to the participating agencies with the percentage breakdown at the level of their participation, but it does not go back into the reserve fund. He included that any academy shortfall would be taken from the reserve fund to make that academy whole.

Chief Higgins agreed and referenced a previous Board discussion where in future Academies, they may look at the Budget more holistically as an academy year and not per academy.

Chief Sendelbach asked Sara to separate projects in her reporting, not to just run the Budget vs. Actuals, to help with clarity on where the individual projects are financially.

*Motion to approve the financial report as presented – Chief Pete Bradshaw (Louisville Fire Department)*

*seconded – Chief Greg Schwab (Boulder Rural Fire Department)*

*All Approved – Motion Carried*

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- b. **FRFC Financial/Management Proposal:** Update - Chief Sendelbach and Chief Kuznik  
Chief Kuznik said he does not currently have anything additional to share with the Board as they are still working though the numbers and options.

Chief Sendelbach asked the Board for clarification and confirmation that the Board agreed that there would be:

- A \$5,000 annual contribution per agency to fund an Academy equipment replacement plan.
- A 10% fee would be taken from the cost of each project/product to fund administrative costs.
- A refund will be returned to an agency if their recruit does not complete academy, with three levels of return. The amount of return is dependent on when the recruit is dismissed from academy. That return is 2/3, 1/3, and No Return.
- A \$12,000 per recruit fee for academy instead of the current academy fee of \$14,000 per recruit for FRFC member agencies.

Chief Sendelbach shared that he would like meeting minute clarification on the four topics and would like the Board to put them to a vote at the December meeting. He asked Cherie to gather the information to send to the Board.

## 6. **Old Business:**

- a. **Discussion/Possible Action:** FRFC Academy 2024-2 Update – Chief Klaas and Lieutenant Visser

Chief Klaas shared that they are currently at 17 recruits and that they are in week 13 with Safety and Survival. He included that Firefighter Web from Greeley, joined the recruits at the start of Safety and Survival to share the Mayday that occurred in Greeley in October. He said it was very impactful for the Recruits to hear the direct correlation between what they learn in academy and how it translates to the fireground.

Chief Klaas said recruit graduation is coming up soon, and flyers went out to the Board with the graduation location and time. He included that Chief Bradshaw offered to be the Emcee this academy and Rob Nielsen, the head of All American Leadership, will be the Keynote Speaker.

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Chief Klaas also shared that Multiple Scenario Day, previously called hell night, will be in Boulder on December 3<sup>rd</sup>, and the hours are 8:00am – 11:00pm.

**b. Science to the Station Conference:** Update – Chief Sendelbach

Chief Sendelbach said he did reach out to the program organizer and that they were not able to secure the dates for 2025. He included that they will bring the program here for 2026.

**7. New Business:**

**a. Taygan Lane - Business Support Specialist (BSS) Position:** Update – Chief Sendelbach and Cherie Kozak

Cherie said that Taygan Lane will be the new Business Support Specialist for the FRFC, and she will be starting December 2<sup>nd</sup>. Cherie said Taygan had an amazing interview and her computer skills assessment ranked first amongst all of the candidates who applied. Cherie included that she felt Taygan would be a great addition to the FRFC Organization.

**b. AFG Application:** – Chief Sendelbach

Chief Sendelbach shared that FrontLine Health did reach out to him. He said they would like to put forth a substantial regional effort for the application to integrate medical and wholistic information together with AI. Chief Sendelbach said that once he has the full synopsis, he will send it to the Board for review and consideration. He said it could revitalize Project Mayday with the support of AI technology.

**c. Discussion: 2025 Election of Officers** (2-year terms) Must be voted on and established by the December 2024 Regular Meeting.

These positions are held for a two-year term beginning January 1<sup>st</sup>, 2025, through December 31<sup>st</sup> 2027.

**Offices Up for Election:**

- President (Current – Chief Tim Sendelbach)
- Treasurer (Current – Chief Jim Klug)

**Nominations and Elections:**

Chief Sendelbach opened the floor for nominations to the office of President. Nomination of Chief Tim Sendelbach for President by Chief Chris Angermuller and seconded by Chief Brian Kuznik. No additional nominations were put forth.

Chief Kuznik did include that Chief Sendelbach had not technically held the office of President for a two-year term. Chief Kuznik included that Chief Sendelbach was

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voted in to fill the open position of President upon the departure of Chief Kris Kazian from the office of FRFC President.

*Motion to approve the reelection of Fire Chief Tim Sendelbach from Loveland Fire Rescue Authority, to continue to serve in the office of President of the Front Range Fire Consortium - Fire Chief Chris Angermuller (Windsor Severance Fire Rescue)  
Seconded – Fire Chief Brian Kuznik (Greeley Fire Department)  
All Approved – Motion Carried*

Chief Sendelbach opened the floor for nominations to the office of Treasurer. Nomination of Chief Pete Bradshaw for Treasurer by Chief Jim Klug and seconded by Chief Chris Angermuller. No additional nominations were put forth.

*Motion to approve the election of Fire Chief Pete Bradshaw from Lafayette Fire Department, for the office of Treasurer of the Front Range Fire Consortium – Fire Chief Jim Klug (Platte Valley Fire Protection District)  
Seconded – Fire Chief Chris Angermuller (Windsor Severance Fire Rescue)  
All Approved – Motion Carried*

- d. **Discussion: 2025 Regular Meeting Dates and Locations** (Dates must be determined and announced before the first regular meeting of the 2025 calendar year.)  
The Board of Directors elected to have Regular Board of Directors Meetings on a monthly basis for the 2025 calendar year. Additionally, they agreed to have alternating virtual and in person meetings for the 2025 calendar year.

**In Person Meeting Dates and Locations:**

February 18, 2025: Berthoud Fire Department – Chief Stephen Charles

April 15, 2025: Boulder Fire Rescue – Chief Michael Calderazzo

June 17, 2025: Front Range Fire Rescue – Chief Mike West

August 19, 2025: Windsor Severance Fire Rescue – Chief Chris Angermuller

October 21, 2025: Mountain View Fire Protection District – Chief Dave Beebe

December 16, 2025: Loveland Fire Rescue Authority – Chief Tim Sendelbach

8. **Next Regular Meeting:** 2:00pm December 17, 2024, Front Range Fire Rescue, Station 2 - 101 S Irene Ave, Milliken, CO 80543

9. **Adjournment:** The meeting was adjourned at 2:45pm November 19, 2024

*Motion to Adjourn – Chief John Willson (Louisville Fire Department)*

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*seconded – Chief Mike West (Windsor Severance Fire Rescue)*

*All Approved – Motion Carried*

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**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.*

**Timothy E. Sendelbach** \_\_\_\_\_, FRFC Board President  
Fire Chief Tim Sendelbach

**Brian Kuznik** \_\_\_\_\_, FRFC Board Secretary  
Fire Chief Brian Kuznik

**Signature:** 

**Email:** tim.sendelbach@lfra.org

**Signature:** 

**Email:** brian.kuznik@greeleygov.com









# 11-19-2024 Board Meeting Minutes - (Draft)

Final Audit Report

2024-12-26

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