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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  
March 18, 2025, 2:00pm  
Virtual Meeting - Via Teams**

**AGENDA ITEMS**

1. **Call to Order:** This meeting was called to order at 2:00pm by FRFC Board President Fire Chief Tim Sendelbach.
2. **Roll Call:** Chief Michael Calderazzo (Boulder), Interim Chief Randy Callahan (Boulder Rural), 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)

**Also Present:** Chief Greg Ward (Loveland), Chief Jason Goodale (Loveland), Lieutenant Stew Visser (Longmont), Sara Simonton (JVG), Mike Rainey, Kristi Coleman (LFRA Admin)

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

Chief Sendelbach requested the removal of an item on the agenda: 6.d. (FRFC Certifications Classes).

*Motion to approve the agenda with the removal of the agenda item as requested – Chief Brian Kuznik (Greeley Fire Department)*

*seconded – Chief John Willson (Louisville Fire Protection District)*

*All Approved – Motion Carried*

4. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from February 18, 2025 – Regular Meeting

*Motion to approve the previous board meeting minutes as written – Chief Brian Kuznik (Greeley Fire Department)*

*seconded – Chief Jim Klug (Platte Valley Fire Protection District)*

*All Approved – Motion Carried*

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5. **Call to the Public:** No members of the public provided comment online.

6. **Financials:**

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

Sara presented the financial report for February. The FRFC ended the month with \$246,671 in the bank account, which represents a decrease of \$85,000 year-over-year but an increase of \$131,000 from January. The report highlighted outstanding accounts receivable of \$32,000 and current liabilities of approximately \$18,000, including \$6,000 in credit card expenses. The FRFC collected \$55,000 in administrative fees for the current academy.

The Board discussed the potential reallocation of Berthoud Fire's remaining \$10,000 account balance. Chief Sendelbach raised the concern for checks and balances when it comes to the FRFC credit card spending. He suggested having a Board member also have access to the credit card statements.

*Motion to approve the monthly financial report as presented – Chief Jim Klug (Platte Valley Fire Protection District)*

*seconded – Chief Brian Kuznik (Greeley Fire Department)*

*All Approved – Motion Carried*

7. **Old Business:**

a. **FRFC Academy 2025-1 Update** – Lieutenant Visser

Lieutenant Stew Visser provided an update on the current academy, 25-1. The academy is currently in Week 5 and maintains a full class of 18 recruits. One minor injury was reported, with a potential second injury under evaluation. Academy test scores remain strong, with only one test failure to date. The academy implemented a new skills evaluation system, Evaluations Plus, a program through Vector Solutions that seems to be working well.

The Board discussed a potential staffing challenge with Captain Wood preparing to leave for a new position with a different fire department. Mountain View Fire Rescue is searching for a new lead cadre member to fill Captain Wood's shoes. There is an urgent need to recruit cadre members for future academies, particularly for the fall session.

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Lieutenant Visser is working with Home Depot to possibly become a sponsor of the FRFC in hopes they would donate wood for modules. Chief Sendelbach suggested that Taygan can post the sponsorship on the website and/or our social media platforms if this comes to fruition.

There was also discussion about graduation coming up in May and finding an emcee and keynote speaker for that. Chief Bradshaw suggested Lieutenant Colonel Mitch Utterback to be the keynote speaker and said he would reach out to him. Chief Sendelbach nominated Chief West to be the emcee.

*Motion to approve Chief West to be the Emcee for Academy 25-1 Graduation – Chief Pete Bradshaw (Lafayette Fire Department)*

*Seconded – Chief John Willson (Louisville Fire Protection District)*

*All Approved – Motion Carried*

**b. FRFC Logo – Chief Bradshaw**

Chief Bradshaw led the discussion about the logo design proposal from Jonathan Beistline, who was suggested to him by Chief West at the last Board Meeting. Jonathan proposed a design service with a fee range of \$850 to \$1,300. The proposal includes the flexibility to create multiple logo designs, potentially including separate logos for the FRFC and academy.

*Motion to approve moving forward with Jonathan Beistline to create the FRFC logo, not to exceed \$1,400 – Chief Jim Klug (Platte Valley Fire Protection District)*

*seconded – Chief Michael Calderazzo (Boulder Fire Rescue)*

*All Approved – Motion Carried*

**c. Financial Model – Update – Chief Sendelbach**

Chief Sendelbach reported that he has a proposal, but wants to formalize it, put it in a document, and then send it to everybody on the Board at a later time.

**d. FRFC/SVI Engine Update – Chief Ward**

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The Board listened to a detailed report of potential training engines to be refurbished for the use of the FRFC with the help of SVI. The three options that SVI looked at were from Loveland, Wellington, and Windsor, with Loveland's training engine being the one they suggested would be the easiest to refurbish. After careful consideration, the board decided to table the immediate purchase of a training engine for the FRFC.

Board members recognized the potential future value of such an engine, especially for Driver Operator training. However, there was further discussion of potential issues concerning where the apparatus would be stored, who would take it to where they needed it for academy, who would do the maintenance, and how would they get insurance for the engine. They also discussed the costs of doing something like this. Chief Sendelbach mentioned that he could possibly talk to Ron Weinmeister, one of the owners of SVI, to lower the price it would cost to refurbish a fire engine for the FRFC. The current lease resource costs for the academy were noted to be approximately \$4,300.

The board agreed to consult with Chief Klaas before making any final decisions about a training engine. The consensus was to maintain the option for future consideration without taking immediate action.

**e. Science to the Station – Chief Sendelbach**

Chief Sendelbach provided an update on the Science to the Station conference, which is scheduled to take place in November at the Embassy Suites in Loveland. The conference organizers are expecting approximately 400 attendees and have invited the FRFC to be a partner at the event.

The FRFC is exploring several engagement opportunities for the conference. Chief Sendelbach is working to secure apparatus for display, as well as working with AIMS Community College to provide student volunteers. The students would receive free conference registration and an opportunity to network with industry professionals.

Chief Sendelbach mentioned that the FRFC is looking to maximize their visibility at the event. This includes potentially arranging for bagpipers, performing the nation anthem, and ensuring partner agency logos are predominantly displayed. The goal is

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to create a memorable presence at what is expected to be a national, or potentially international, event.

Chief Sendelbach will provide additional updates about the Science to the Station conference at the next meeting.

## **8. New Business:**

### **a. FRFC Strategic Plan Initiative – Guest Mike Rainey**

Michael Rainey with Michael Rainey and Associates delivered a comprehensive presentation about strategic planning. He discussed the importance of understanding the organizational environment, creating and protecting organizational value, and developing an operational investment strategy.

Rainey proposed a 12-month agreement with the board. The proposal included developing an operational investment strategy in the first three months, followed by nine months of assessment and support. The estimated cost for the engagement would not exceed \$44,955.

The proposed approach included:

- Conducting individual virtual meetings with board members
- Hosting an in-person strategy development session
- Conducting virtual follow-up meetings

The board members shared diverse perspectives on the proposal. They expressed concerns about the organization's readiness to implement a strategic plan. Members discussed upcoming board member transitions and existing challenges with the organization's financial model.

Specific concerns included:

- The FRFC's ability to fully utilize the strategic planning services
- Uncertainty about the implementation of the proposed plan
- Potential impact of new board members joining in the near future

The board will continue to evaluate strategic planning approaches and revisit the discussion in future meetings.

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*Motion to secure Michael Rainey and Associates for the purposes of developing a strategic plan for the FRFC not to exceed \$44,955 – Chief Brian Kuznik (Greeley Fire Department)*

*seconded – Chief Michael Calderazzo (Boulder Fire Rescue)*

*The motion was not approved with 2 votes in favor, 4 against, and 1 abstention – Motion Failed*

**b. ADA Website Grant – Chief Sendelbach**

In place of Taygan, Kristi Coleman presented a detailed analysis of the current website’s accessibility challenges in light of a new Colorado law going into effect July 1, 2025 about ADA website Compliance. The FRFC’s existing WordPress website, hosted by SiteGround, currently has 47 pages that require ADA compliance updates. Comprehensive scans revealed 588 accessibility items across the entire website that need attention before the deadline.

Two potential platforms were thoroughly evaluated for addressing these compliance issues:

Streamline offered a comprehensive solution with a one-time setup fee of \$500, which includes web design and complete website migration. The platform provides an innovative feature that automatically flags non-compliant content when uploaded, ensuring ongoing accessibility management.

CivicPlus proposed an alternative solution that integrates AudioEye, a compliance tool designed to maintain website accessibility. Their platform offers multiple design templates and a user-friendly interface that allows citizens to adjust font sizes, cursor settings, and other accessibility features.

After careful deliberation, the board recommended the Streamline platform. Chief Higgins noted the platform’s cost-effectiveness, pointing out the significant price difference compared to CivicPlus.

Chief Sendelbach requested Kristi to inform Taygan about the board’s decision to proceed with Streamline.

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*Motion to approve using Streamline as the FRFC's website platform to become ADA compliant with ongoing monitoring for the amounts listed in the presentation provided by Taygan – Chief Dan Higgins (Longmont Fire Department) seconded – Chief Pete Bradshaw (Lafayette Fire Department) All Approved – Motion Carried*

**c. Spanish for Emergency Responders Program – Chief Sendelbach/Bradshaw**

Chief Sendelbach introduced a preliminary discussion about a potential Spanish language class for first responders. A representative from Fort Collins had approached multiple public safety partners about this initiative.

The board agreed to gather more information. Chief Sendelbach committed to requesting a formal proposal from Chief Klaas to provide more detailed information about the potential class.

~~**d. FRFC Certification Classes – Chief Sendelbach**~~

**9. Next Regular Meeting:** 2:00pm April 15, 2025, Boulder Fire Rescue, Station 3 – 2967 Bluff Street, Boulder, CO 80301

**10. Adjournment:** This meeting was adjourned at 3:54pm on March 18, 2025

*Motion to Adjourn – Chief Brian Kuznik (Greeley Fire Department) seconded – Chief Michael Calderazzo (Boulder Fire Rescue) All Approved – Motion Carried*

**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 "Tim Sendelbach".

\_\_\_\_\_, FRFC Board President  
Fire Chief Tim Sendelbach

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A handwritten signature in black ink, appearing to read "B. Kuznik".

\_\_\_\_\_, FRFC Board Secretary

Fire Chief Brian Kuznik











# 3-18-2025 Board Meeting Minutes (Draft)

Final Audit Report

2025-04-16

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