

Boulder Fire Department
Front Range Fire Rescue
Greeley Fire Department
Longmont Fire Department
Loveland Fire Rescue Authority



Mountain View Fire Protection District
Platte Valley Fire Protection District
Poudre Fire Authority
Wellington Fire Protection District
Windsor-Severance Fire Rescue

**FRFC Board of Directors
Notice of Special Board Meeting and Agenda
December 15, 2022, 2:00 PM**

**Loveland Fire Rescue Authority
4301 Ronald Reagan Blvd. (LFRA - Station # 10)
Video and phone conference attendance options below**

Agenda is preliminary and subject to change by majority vote of the Board at the meeting.

Individuals requiring special accommodation to attend and/or participate in this meeting please advise the ADA Compliance Officer at Chief@frontrangefireconsortium.org or call 847.778.0411 to assist with any specific need(s) as soon as possible.

- 1. Call To Order**
- 2. Director Roll Call**
- 3. Approval or changes to the agenda**
- 4. Call to the Public**
- 5. Discussion/Update: Overview of 22-2 After Action Review (see attached notes and presentation)**
- 6. Discussion / Possible Action: 2023-1 & 2023-2 Academy Planning**

2023 Academy Matters: Including, but not limited to the bulleted items listed below:

- Anticipated number of recruits for 23-1
- Academy schedule (4-days / week?)
- Academy curriculum / standards
- Length of Academy
- Academy start / graduation date(s)
- FRFC Recruit Operating Guidelines
- Pre-academy expectations
- Standardization of 40-hour vs. 56-hour schedule

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7. Discussion: Updated Financial Report – JVG

- Monthly Financial Report
- Budget to Actuals – Academy Expenses

8. Discussion/Possible Action: Consideration for Additional Special Meeting(s)

9. Next Regular meeting 10:00 am February 8, 2023 Mountain View Fire Protection District, Address: 3561 Stagecoach Rd N, Longmont, CO 80504

10. Adjournment

The meeting will also be held via ZOOM:

Join Zoom Meeting:

<https://us02web.zoom.us/j/88644655863>

Meeting ID: 886 4465 5863

One tap mobile

+17193594580,,88644655863# US

+13462487799,,88644655863# US (Houston)

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**FRFC After Action Review Meeting
Minutes for Action Items
December 1, 2022 at 1:30pm
4301 Ronald Reagan Blvd. (LFRA Station 10)**

Purpose of the Meeting:

To present FRFC Academy 2022-2 information to the Board Chiefs as a debriefing. He is requesting an FRFC Board consensus and direction related to the topics of note. Chief Klaas has a PowerPoint presentation that he will send to the Chiefs for their reference.

Attendance:

Kris Kazian (FRFC President & Fire Chief - Windsor), Jeramie Greer (Division Chief - Windsor), Jordan Spight (Lieutenant - Windsor), James Cohen (FRFC Cadre & Firefighter - Windsor), Tim Sendelbach (Fire Chief - Loveland), Greg Ward (Division Chief - Loveland), Eric Klaas (Academy Chief & Battalion Chief - Loveland), Rick Summer (FRFC Lead Instructor & Lieutenant - Loveland), Brian Kuznik (Fire Chief - Greeley), Ben Ojinaga (Assistant Chief - Greeley), Chris Mirowski (Training & Battalion Chief - Greeley), Dan Higgins (Fire Chief - Longmont), Mike Burelson (Training Captain - Longmont), Stew Visser (FRFC Cadre - Lieutenant & Hazmat - Longmont), Jim Klug (Fire Chief - Platte Valley), Ryan Rieser (Training Captain - Platte Valley), Michael West (Fire Chief - Front Range), Cody Hinkle (Battalion Chief - Front Range), Sara Simonton (JVG), Cherie Kozak (FRFC/LFRA)

4 Questions the Board Was Looking for from Chief Klaas and the Cadre: (Chief Kazian)

- What was expected to happen in this academy
- What actually occurred
- What went well and why
- What can be improved and how

Definitive Expectations from the Board for Academy 2022-2 and Objectives: (Chief Klaas)

- Facilitate FRFC Academy move and create solid digital inventory of all equipment:
 - Salamander Inventory Tracking – **Update:** Waiting on printer, but Larimer County Emergency Management will let FRFC use their printer. FRFC will provide their ink and labels. Chief Klaas will look for light duty people to get inventory underway.
- Operate within budget and recover some of 2022-1 deficit if possible:
 - Original Budget - \$312,000, and 2022-2 Academy came in just under budget. Recuperated close to \$90,000 which was the deficit from last Academy.
 - Captured the materials and leased resource expenses, to help establish the cost of each Academy module in the future.
- Develop FRFC fire academy curriculum:
 - The Academy Chief and Cadre developed 30 lesson plans and 29 PowerPoints. Close to having the FRFC Curriculum on a thumb drive that can be given to future academies. (Contains: Skills Stations, Materials Needed, Staffing Plans)
- Create equity with leased resources
 - This Academy was close to giving back the same percentage that each agency put in. Can now project the number of instructors needed from each agency to keep the percentages balanced.

What Went Well: (Chief Klaas)

Operations:

- **Cadre** – Eric feels the Cadre is the foundation and core of the academy. They set the standard of the information being delivered. This Academy had a great variety of exceptional Cadre and instructors and it helped rounded out the experience for the Recruits.
- **Instructors** – SME's and instructional delivery (crawl, walk, run). High performing and energetic instructors sent by their agencies.
- **Physical Fitness Plan** – Emily and her background allowed for a very dynamic and functional plan, and it matched what was happening in the academy.
- **Cancer Decon preventative measures** – Eric feels it's important to make good impressions on the recruits now and set the example. He believes in giving recruits good habits moving forward and is interested in having the Decon bags for both instructors and recruits.
- **Recruits** - All 26 recruits met the minimum standards of Colorado state test.

Administratively:

- **Reporting** – Good reporting to JVG and a timely response back with a good working relationship. Weekly reporting to FRFC Board
- **Software** - Google classroom, Questionmark testing platform
- **Cost Tracking** – Put into 3 categories (Moving Costs, Academy Costs, Major Equipment Purchase = A purchase that can last more than one academy)

Academy Duration:

Chief Klaas is requesting that the Board consider one of the other options for the academy schedule. The four-day, 10-hour schedule would allow for more study time and recovery time for the recruits. If there is a change to the 4 days per week, Academy would stay at the 13-week model.

- 12 weeks (March 6th – May 26th)
- 13 weeks - 4 days a week (Running 4 10's on Mon. Tue. Thur. Fri) (Feb. 20 – May 26) Would start on the traditional third Monday.

Recruits and Cadre Schedule – Asking for a general consensus amongst the agencies, so everyone is on the same schedule. Chief would like to see all of the instructors and Cadre on the same 40 or 56 hour schedule.

Fitness Plan (PFT?) – Requesting a consensus on what the long-term physical fitness plan will look like. In the ROG there's an initial fitness evaluation, a midyear, and a final one. Chief feels that fitness bench marks are important, but would like to know, from the Board, what that looks like. He would like to see the fitness expectations more well defined and consistent throughout the agencies to help with continuity in the academies and instruction.

Live Fire Standards (NFPA 1403 or CO State) – Asking for consensus if Academy is following the CO State or NFPA.

Firefighter "Standard" – Chief Klaas feels that the "Academy Standard" is the most important topic that he would like the Board to come to a consensus on. He would like their direction on what they would like the standard of the Academy to look like. What is the expected level of firefighter that the FRFC is producing? Chief said that there is a wide range of experience that the Recruits come in with. (The state JPR vs. NFPA 1001 Standard referenced on the PowerPoint slide), Chief Klaas believes the 1001 standard is the direction to go. He also feels it's important for the instructors to have the JPR's upfront, so they know what they are testing to.

Moving Forward: What the Academy needs from the Board

1. What academy calendar would the Board like to go with?

Would it be best:

- To keep the Academy calendar the same.
- Move Academy to 12 weeks.
- Try the 4 – 10's schedule

2. Continue with balanced Lease Resources?

If the Board would like to continue with Leased Resources, Chief Klaas would like to propose a "Train the Trainer" for the instructors. He feels they would then have a group of people from each agency to help keep things balanced.

3. What is the Firefighter Standard the Board would like?

Chief Klaas is looking for a consensus amongst the Board for what they want the Standard to be.

Would the Board like to see?

- Everyone graduating to be at the Firefighter II Level
- Basic Firefighter Level
- To have the additional Tech Rescue and advanced skills

4. One vs. two FRFC academies?

Chief would like to know the number of recruits anticipated for 2023-1. Academy numbers around 25 or 26 are good, but over that, he recommends splitting the academy, due to:

- Resources to run the Academy. Chief Klaas based his academy size on the number of reps the recruits were getting. If the class gets too big, the training reps are lost.
- Chief recommends that if the class gets above 25-26 recruits, that the Academy be split into 2 Battalions, and that they would run simultaneously as two smaller academies.
- Who will be the Cadre? Chief feels it is important for the Cadre to understand the time commitment for being on the training team. He feels if a Cadre is trained up but they only stay for the one Academy, the academy has to start training the Cadre all over again. He emphasized, that more importantly, the Academy is losing experienced Cadre members. Chief is requesting that the agencies commit their personnel to a minimum of three academies, to help keep continuity in the instruction.

Comments regarding the Firefighter Standard:

- Chief Sendelbach – Asked Chief Klaas to confirm if the recruits are trained up to and graduate with the Firefighter II knowledge, but are just not Firefighter II certified and Chief Klaas confirmed that to be true. Chief Klaas said that some Recruits have previous certifications so they can get the FF-II certification. However, if a Recruit doesn't come in with Firefighter I certification, they cannot test for the Firefighter II until they complete the Firefighter I Academy.
- Chief Kuznik – Asked Chief Klaas and the Cadre to comment on:
 - He would like a recommendation on the Pre-academy and what knowledge the recruits should come in with.
 - He asked, from a fitness perspective, is there a concern being expressed with varied recruit fitness levels. Chief Klaas agreed that there is a viable concern with the different levels of fitness amongst incoming recruits.
 - He asked about familiarity with SCBA, and asked Chief Klaas if he recommends that recruits come in with a certain level of experience. Chief Klaas said the information recruits receive in Academy is the same from the beginning and from the ground up, as it's hard to teach many different skill levels. He said that former training and experience can distract from the way the FRFC is trying to teach them. The Cadre agreed.
 - Chief Kuznik asked if there was a Pre-academy letter from the FRFC regarding fitness expectations. Chief Klaas said he sent the letter to the Training Officers to share with their agency's recruits. Firefighter Cohen (from the Cadre perspective) shared that he feels there should be a minimum expected fitness level of incoming recruits. He said he feels it becomes a safety issue if they are not at the minimum standard fitness level

Financials:

Sara (JVG) – Developing structures to tie up modules and the costs for the next budget season. Sara said 3 academies will be good for having a clear picture of what modules will cost on a per recruit basis.

Physical Fitness:

- Firefighter Cohen (Cadre) – Said he feels the fitness standard should have very clear expectations. He feels it's a risk to keep recruits moving forward if they don't have the fitness capabilities.
- Chief Kazian – Expressed that he feels there should be a minimum expectation from a health perspective. He said Frontline is coming on with the Academy and they are doing the 1582. Chief Sendelbach agreed and said Frontline Medical is right on the FRFC property and he believes they will be able to help determine if recruits are fit to move forward.
- Chief Sendelbach feels the important touchpoint with the recruits, is 30 days out from academy. He had a suggestion that this was a good point with the potential recruits to have their evaluation, as there is not yet a substantial investment on either side.
- Chief Klaas said he is happy to go with whatever standard fitness expectations the Board decides on, he just wants to know what the level of accountability is for the recruits.

Conversation To Consider: A discussion among the Board Chiefs and the Cadre regarding the length of Academy days for both the Cadre and the Recruits. It was mentioned that the long days don't give the recruits time for study or to get settled with their relocation requirements. The Cadre are also working 12-14 hour days.

Conversation To Consider: Chief Kazian feels there has to be a discussion with the Board Chiefs, to come to a consensus on whether the basics are good enough for the Academy, or if it is expected that the new recruits learn advanced skills and techniques.

Conversation To Consider: Chief Kazian expressed that he believes the Cadre and instructors should all be modeling the same behavior to the recruits and referenced the Decon procedures.

Conversation To Consider: Chief Kazian said there will be a conversation amongst the Chiefs regarding Military Protocol Day. Chief West agreed and feels there is great importance in what the recruits learn that day. However, he would like to see adjustments to the delivery of the information, so it runs consistent with the culture of the Fire Service.

Closing:

President Kris Kazian closed with acknowledging the importance of the AAR and that he would like to continue with this after each Academy. He feels there is incredible value in hearing from the Academy Chief and the Cadre, with what worked, what didn't and what they may need to help keep the Academy moving forward.

Chief Kazian would like to have the Board follow up meeting the week of December 12th. This meeting's goal is to discuss and come to consensus on the AAR items requested by Academy Chief Klaas.



FRONT RANGE FIRE CONSORTIUM
2022-2 Fire Academy AAR

Objectives:

- 2022-2 expectations review
- What went well
- What can be improved
- Moving forward ???



2022-2 Expectations:

- Facilitate FRFC Academy move and create solid digital inventory of all equipment
- Operate within budget, & recuperate some of 2022-1 deficit if possible
- Develop FRFC fire academy curriculum
- Create equity with leased resources

Facilitate FRFC Academy move and create solid digital inventory of all equipment:

- July 6th move date to Loveland
- August 15th move to the Forge
- Conex Boxes x 2
- Salamander inventory tracking – labels being printed next week

Operate within budget, & recuperate some of 2022-1 deficit if possible:

- \$12k – per recruit x 26 recruits = \$312,000 overall academy budget
- \$266,563 Leased Resource Budget
 - \$257,910 – Used
- Academy Material Cost = \$21,135.55
- Graduation Cost = \$1,589.01
- Total Academy Cost = \$280,634 (including graduation)
- Under Budget = \$31,366 (from the \$312,000 base budget)
- \$89,866 recuperated from 2022-1 deficit

Develop FRFC fire academy curriculum:

- 30 FRFC lesson plans
- 29 PowerPoints
- IFSTA Essentials 7th
- Colorado State JPR's



Create equity with leased resources:

Front Range	3	12%
Greeley	3	12%
Loveland	12	46%
Longmont	3	12%
Platte Valley	1	4%
Windsor	4	16%
Total:	26	100%
Updated: 9/6		

Organization	Personnel	Apparatus	Facilities	Total	% of Total
Front Range Fire Rescue	31,492	600		32,092	12.4%
Greeley Fire Department	40,663	600		41,263	16.0%
Loveland Fire Rescue Authority	93,306	2,200		95,506	37.0%
Longmont Fire Department	41,201	600		41,801	16.2%
Poudre Fire Authority	942	-		942	0.4%
Windsor Serverance Fire Rescue	37,367	700		38,067	14.8%
Boulder Fire Rescue	1,077	500		1,577	0.6%
Platte Valley Fire Protection District	5,297	700		5,997	2.3%
Mountain View	616	50		666	0.3%
Total	251,960	5,950	-	257,910	100.0%

What went well:

Operations:

- Cadre – Balanced Experience, Logistics Management, & Competent FF Skills
- Instructors – SME's, & Instructional Delivery (crawl, walk, run)
- Dynamic & Functional Fitness Plan
- Overall Positive Feedback From Recruits (both individual modules and overall)
- Cancer Decon preventative measures
- 26 out of 26 Recruits Graduated

Administration:

- Good reporting to JVG and timely response back
- Weekly reporting to FRFC Board
- Software – Google Classroom, Question Mark, Scantron, etc.
- FRFC Admin Support – VectorSolutions, Budget Tracking, Certs, Graduation

What can be improved:

- Module Changes
 - Military Protocol
 - Water Delivery
 - Search
 - Hazmat – Use Correct Standard
 - Electrical Safety
 - Flex Days
 - SCBA/Safety Survival
 - JPR Skills Days
 - Module Testing to Follow Curriculum
 - Incorporate UL Fire Safety Academy Homework (Water Mapping, Air Entrainment, Suppression Tactics)
 - Hell Night
 - Family Day
- Academy Duration
 - 12 weeks? (March 6th – May 26th)
 - 4 days a week? (February 20th – May 26th)
 - Move or keep start date?
 - Recruits & Cadre on 40hr vs. 56hr?

What can be improved:

- Heath & Wellness
 - Injury Report
 - Fitness Plan (PFT?)
 - Fitness Evals
 - Cancer Decon for Students
 - Cancer Decon for Instructors
 - Student to Instructor Ratio
 - Lecture Days

Date	Injury/illness	Module	Days Out
22-Aug	Shoulder	Military	10
6-Sep	Re-Shoulder	Military/Ladders	5
7-Sep	COVID	Ladders	3
7-Sep	COVID	Ladders	6
8-Sep	Foot	Ladders	0.5
19-Sep	Sick	Ventilation	2
19-Sep	Sick	Ventilation	2
21-Sep	Hamstring	PT	10
22-Sep	Sick	Water Delivery	2
26-Sep	Sick	Search	1.5
28-Sep	Back	Search	9
3-Oct	Sick	Vehicle Fires	1
10-Oct	Chest Pain	Skills Testing	1
26-Oct	Lower Back Strain	Fire Ground EMS	8
10/28/2022	Shoulder	Live Fire #3	2.5
11/1/2022	Sick	Safety Survival	3
11/2/2022	Sick	Safety Survival	1

What can be improved:

- ROG Updates/Revision
- FRFC Policy Updates/Revision
- Live Fire Standards (NFPA 1403)
 - CO State 1403 Instructor vs. Fire Instructor I vs. Fire Instructor II
- Firefighter “Standard” – Little to No Experience vs. Experienced

What can be improved:

• Colorado State JPR vs. NFPA 1001 Standard

STANDARD: 4.3.9		TASK: Conduct a search and rescue in a structure operating as a member of a team, given an assignment, obscured vision conditions, personal protective equipment, a flashlight, forcible entry tools, hose lines, and ladders when necessary, so that ladders are correctly placed when used, all assigned areas are searched, all victims are located and removed, team integrity is maintained, and team member's safety – including respiratory protection – is not compromised.
NFPA 1001, 2019 Edition		
Fire Ground Operations		
<p>The candidate shall demonstrate to the ability to use an SCBA to exit through restricted passages, set up and use different types of ladders for various types of rescue operations, rescue a firefighter with functioning respiratory protection, rescue a firefighter whose respiratory protection is not functioning, rescue a person who has no respiratory protection, and assess areas to determine tenability.</p> <p>Safety: A safety violation is grounds for automatic failure. All proctors present shall review the safety violation.</p>		
Equipment Required: Full personal protective clothing including SCBA, various size ladders, portable radio, flashlight, hose line, and hand tools.		
Conditions: Given a simulated scenario with obscured visibility and a team member, the candidate shall demonstrate the ability to:		
No.	Task Steps	✓
1.	Size up the problem and select the appropriate tool(s) and equipment.	
2.	Ladders are correctly placed for assignment (if chosen by candidate).	
3.	Establish, maintain, and search in an effective pattern (i.e. left-hand or right-hand).	
4.	Maintain team integrity and safety.	
5.	Use hose line effectively (if chosen by candidate).	
Find and remove victim (Check victim chosen).		
6.	Person without respiratory protection <input type="checkbox"/> Firefighter with Non-Functioning SCBA <input type="checkbox"/> Firefighter with Functioning SCBA <input type="checkbox"/>	

STANDARD: 4.3.5, 4.3.6 (B), 4.3.9, 4.3.9 (A), 4.3.9 (B) NFPA 1001, 2019 Edition		TASK: Conduct and complete a primary search of an obscured visibility area, locating and removing all victim(s), while operating as a member of a two or three person team and using an attack line.		
PERFORMANCE OUTCOME: The candidate shall demonstrate the necessary skills to conduct a primary search, covering as wide area as quickly as possible; removing the victim(s) to designated safe havens, and maintaining team integrity and communication.				
EQUIPMENT REQUIRED: PPE, radio, axe, hose line, ladder, flashlight,				
CONDITIONS: Given a search and rescue scenario, an area of obscured visibility, a team member, an assortment of forcible entry tool(s), a hose line, hand light, portable radio and in full protective equipment, the candidate shall demonstrate the ability to:				
No.	Task Steps	Task Value	First Test Score	Retest Score
1.	Accomplish the following task using (1) one of the below scenarios, with or without a ladder:			
	a) Rescue a person with a functioning SCBA or:			
	▪ Rescue person does not compromise respiratory protection	3.0		
	▪ Use standard carry or drag victim if unable to walk	5.0		
	▪ Assist if victim unable to walk or crawl	2.0		
	b) Rescue a person without a functioning SCBA or			
	▪ Rescue person does not compromise respiratory protection	3.0		
	▪ If victim unconscious use standard carry or drag	5.0		
	▪ Assist if victim unable to walk or crawl	2.0		
	c) Rescue a person without an SCBA (civilian)			
	▪ Rescue person does not compromise respiratory protection	3.0		
	▪ Use standard carry or drag victim if unable to walk	5.0		
	▪ Assist if victim unable to walk or crawl	2.0		
2.	Size up the problem and select the appropriate tool(s) and equipment	1.0		
3.	Correctly open all doors (feeling for heat and opening slowly, keeping control of the door)	1.0		
4.	Establish and maintain an effective search pattern	1.0		

What can be improved: (From the Students)

- They don't like to travel (specifically Cheyenne)
- They would like more study time
- They would like more time with Tech Rescue
- They would like more time with RIC
- Lots of miscommunication during Search

Moving Forward:

- What Academy Calendar?
 - Start Date
- Continue with Balanced Lease Resource?
 - ***If so, training the trainer needed
- What is the “Firefighter” Standard?
- One vs. Two FRFC Academies?
 - Identify Cadre & Identify Time Commitment
- ANY OTHER QUESTIONS?

FRONT RANGE FIRE CONSORTIUM





RECRUIT OPERATIONAL GUIDELINES

**RECRUIT ACADEMY
2022-2**

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SECTION 1.

INTRODUCTION

The key to a successful fire academy education lies in the mutual respect between the Instructor and Recruit.

Welcome to the Front Range Fire Consortium Recruit Academy. The journey that you are about to embark upon will be one that **constantly challenges your abilities both mentally and physically. The instructors of the academy are committed to your success.** We are not only going to develop your abilities in the science of firefighting, but also inspire you to become more than you ever thought was possible.

The academy curriculum is based upon NFPA standards and state requirements. Contact hours for this academy will consist of approximately 650 hours. The curriculum will cover firefighting practices and procedures, hazardous materials, and specialized rescue. Upon successful completion of the academy, you will be trained to the NFPA 1001 Firefighter Standards and NFPA 1072 Hazardous Materials Standards. There may be other specialized training and certifications that may be awarded or earned.

Your instructors are highly motivated and committed members of Boulder Fire-Rescue, Central Valley Fire District, Greeley Fire Department, Front Range Fire Rescue, Longmont Fire Department, Loveland Fire Rescue Authority, Mountain View Fire Rescue, Platte Valley Fire, Poudre Fire Authority, Wellington Fire and Windsor Severance Fire Rescue. Guest instructors from private industry and neighboring departments will make appearances throughout the academy. The instructors have pledged to provide a proper environment for you to succeed and learn. Each instructor has considerable emergency service experience and expertise to share and each considers this an opportunity to learn from you as well.

Your professional life as a firefighter begins on the first day of the fire academy. The public, chief officers, company officers, and fellow firefighters will constantly observe you. From the very first day you begin to develop a reputation. This reputation will follow you throughout your career. Once earned, it is very difficult to alter. It is your first responsibility to the organization you represent and to this academy to begin building a reputation as a brother or sister firefighter that can be counted on in the most difficult situations.

One concept that must be understood from the beginning is **TEAMWORK**. This behavior is a fundamental concept for fire department operations and your success in the academy. Begin to practice this philosophy from this day forth!

The information set forth in this manual describes the operational guidelines that you will follow during the academy. In order to operate the fire academy at the most efficient level, all persons are requested to adhere to the FRFC Operational Guidelines. Additional information will be provided to you in the early phases of the academy. Your instructors will be able to provide assistance and/or guidance if you experience any problems.

Over the course of the academy, you will spend many hours studying the concepts of firefighting. You must maintain a proper attitude to have a strong understanding of the basic skills being taught because this basic training will prove to be the foundation for all of your future training.

Welcome to the FRFC 2022-2 Fire Academy.

SECTION 2.

MISSION & GOALS

MISSION:

The mission of the Front Range Fire Consortium Fire Academy is to offer professional level education to meet personnel needs in the fields of modern fire science, fire fighting, fire prevention, and technical rescue, and serve as a leader in advancing professionalism in those fields. The Front Range Fire Consortium Fire Academy strives to promote effective, efficient fire fighting and fire prevention techniques by designing and delivering a high quality, cost effective fire academy to all members of the Front Range Fire Consortium.

GOALS:

The mission will be achieved when each academy participant accomplishes the following:

- Completes all modules and meets the benchmarks of the FRFC Fire Academy;
- Completes all NFPA 1001 requirements and acquire a Firefighter I or II Certification;
- Completes the requirements of NFPA 1072 Hazardous Materials Operations Level and acquire a certification;

SECTION 3. CORE VALUES

FIREFIGHTER'S CREED

I am a firefighter.

I am a member of a highly trained team and serve the people of my community.

I live my Department's values and will strive to accomplish my department's mission.

I am aware my job is dangerous and that I may lose my life in the service of my community.

I am a professional who is physically fit, trained and mentally tough for all fire service needs.

I will never leave a fallen firefighter.

I will not forget or allow my fellow firefighters to forget, we are professionals, servants to our community, firefighters

RESPECT, HONOR & DIGNITY:

The Academy values the uniqueness and dignity of every human being. There is no place for harassment, discrimination, intolerance or hostility.

TEAMWORK:

The Academy promotes teamwork, a fundamental concept in fire department operations. All recruits are obligated to assist their weaker fellow. A recruit cannot successfully complete the Academy without exhibiting total commitment to teamwork.

LEADERSHIP:

The Academy is designed to encourage and recognize leadership development.

FRFC LEADERSHIP VALUES AND PRINCIPLES

Duty	<p>Be proficient in your job, both technically and as a leader.</p> <ul style="list-style-type: none"> - Take charge when in charge - Adhere to professional standard operating procedure - Develop a plan to accomplish given objectives
	<p>Make sound and timely decisions.</p> <ul style="list-style-type: none"> - Maintain situation awareness in order to anticipate needed actions. - Develop contingencies and consider consequences. - Improvise within the commander’s intent to handle a rapidly changing environment
	<p>Ensure that tasks are understood, supervised and accomplished.</p> <ul style="list-style-type: none"> - Issue clear instructions. - Observe and assess actions in progress without micro-managing. - Use positive feedback to modify duties, tasks and assignments when appropriate
Respect	<p>Know your subordinates and look out for their well being.</p> <ul style="list-style-type: none"> - Put the safety of your subordinates above all other objectives. - Take care of your subordinate’s needs. - Resolve conflicts between individuals on the team.
	<p>Keep your subordinates informed.</p> <ul style="list-style-type: none"> - Provide accurate and timely briefings. - Give the reason (intent) for assignments and tasks. - Make yourself available to answer questions at appropriate times.
	<p>Build the team.</p> <ul style="list-style-type: none"> - Conduct frequent debriefings with the team to identify lessons learned. - Recognize individual and team accomplishments and reward them appropriately. - Apply disciplinary measures equally.
	<p>Employ your subordinates in accordance with their capabilities.</p> <ul style="list-style-type: none"> - Observe human behavior as well as fire behavior. - Provide early warning to subordinates of tasks they will be responsible for. - Consider team experience, fatigue and physical limitations when accepting assignments.
Integrity	<p>Know yourself and seek improvement.</p> <ul style="list-style-type: none"> - Know the strengths/weaknesses in your character and skill level. - Ask questions of peers and superiors. - Actively listen to feedback from subordinates.
	<p>Seek responsibility and accept responsibility for your actions</p> <ul style="list-style-type: none"> - Accept full responsibility for and correct poor team performance. - Credit subordinates for good performance. - Keep your superiors informed of your actions
	<p>Set the example.</p> <ul style="list-style-type: none"> - Share the hazards and hardships with your subordinates. - Don’t show discouragement when facing setbacks. - Choose the difficult right over the easy wrong.

SECTION 4.

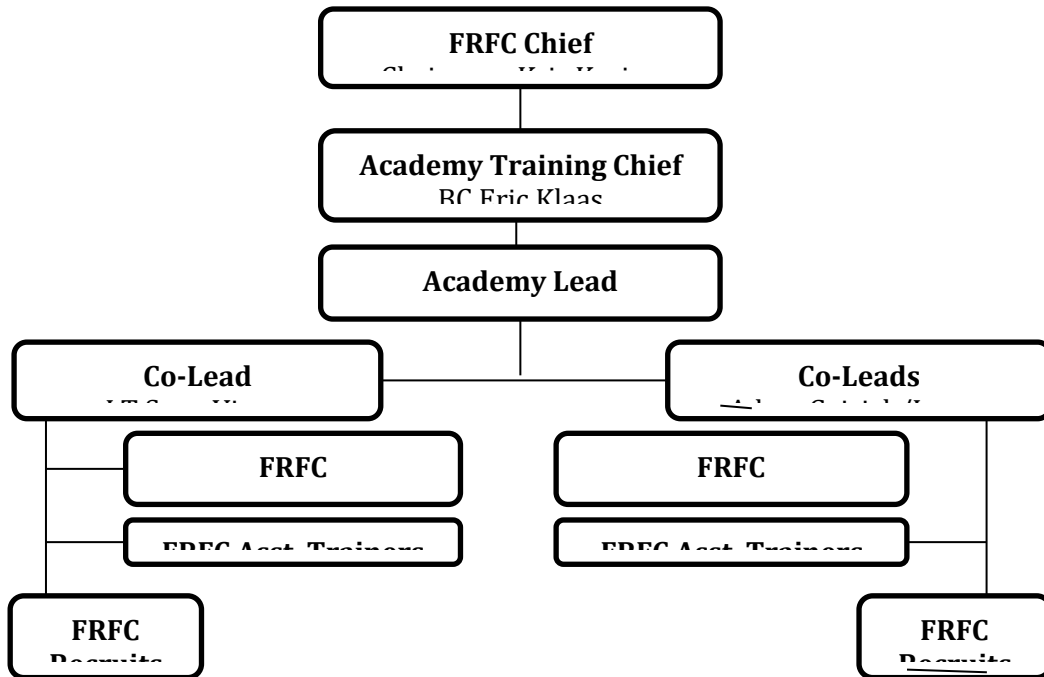
ORGANIZATION

CHAIN OF COMMAND:

The chain of command is the line of authority and responsibility along which orders are passed and it shall be strictly followed.

During drill ground and classroom activities, the immediate supervisor for each recruit is the Instructor conducting the session. Any problems or questions that relate directly to that session shall be directed to the Instructor In-Charge.

2022-2 Academy



Recruit Roles within the Academy

In an effort to introduce and or reinforce the idea of chain of command, the recruit class will be divided into smaller teams. This division will provide an appropriate span of control and facilitate better communication. Each team, or Engine Company, will have a recruit assigned as a Company Officer. The Company Officer and Class Leader position will be rotated as determined by the Academy Lead Coordinator. Each team will be assigned a numerical designation: Engine 1, Engine 2, etc. The individual designated as the Engine 1 Company Officer will be designated as the Battalion Lead.

Battalion Lead:

The Battalion Leader will be considered a point of contact for all Recruits and staff throughout their assigned period. This individual will be responsible for formations at the beginning and end of each session. Battalion Lead responsibilities also include:

- Class safety and adherence to the FRFC Fire Academy Policies and Procedures
- Demonstrate good leadership and strong initiative
- Completion of tasks and assignments given to the team
- Act as the spokesperson for the class
- Coordinate the efforts of Engine 1 as well as the efforts of all other teams/Engine Companies
- Assure that all members are appropriately dressed and equipped for the particular training scheduled for the day
- The overall demeanor and supervision of the class

Company Officers:

All other team leaders will be responsible for the presence of their team members at formations and reporting the results to the Battalion Lead. All Company Officers will be responsible for:

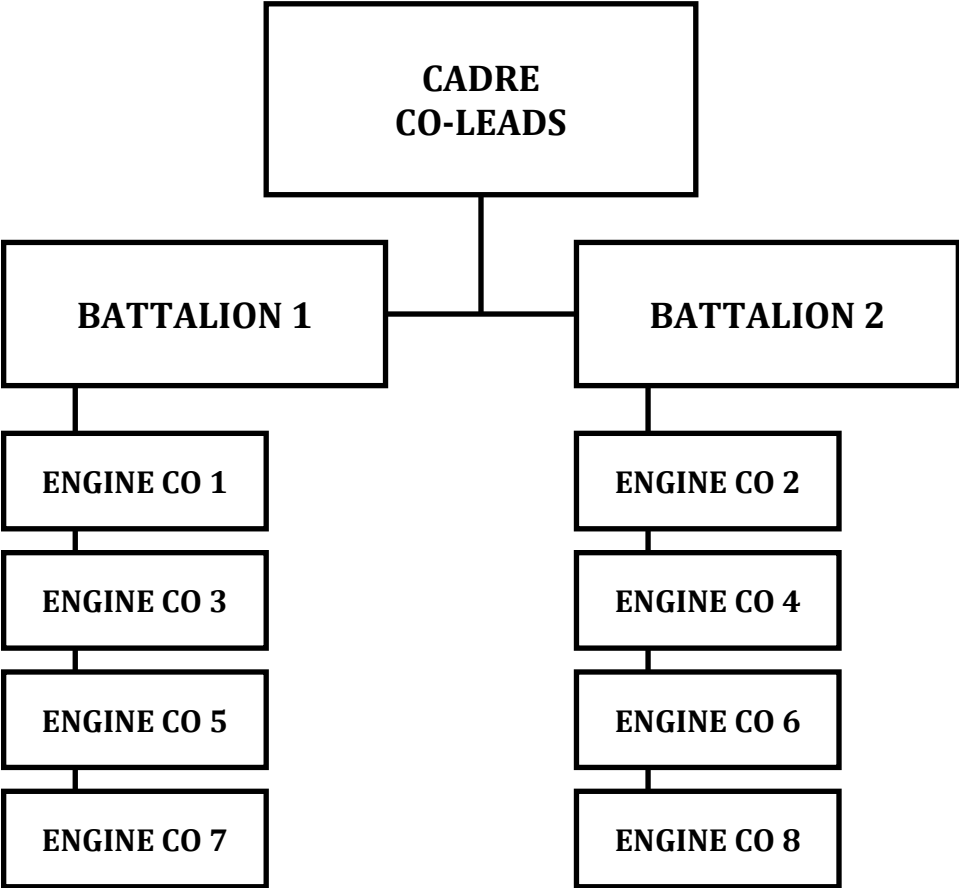
- Team safety and adherence to the FRFC Fire Academy Policies and Procedures
- Demonstrate good leadership and initiative
- Completion of tasks and assignments given to the team
- The overall demeanor and supervision of the team
- Assure that all team members are appropriately dressed and equipped for the particular training scheduled for the day

Team Members:

Each member of the class will spend far more time as a team member than as a Company Officer. Team member responsibilities include:

- Personal safety and adherence to the FRFC Fire Academy Policies and Procedures
- Being a good follower and utilize the chain of command
- Maintain personal accountability

Recruit Organization Chart



SECTION 5.

ACADEMY STANDARDS

GENERAL STANDARDS:

The Fire Academy is a highly disciplined program and therefore a high degree of physical and mental pressure is applied to the Recruit. The Academy program is designed so that each Recruit shall maintain a standard of excellence so that upon graduation from the Fire Academy they will be adequately prepared for a career in the Fire Service.

CONDUCT:

Recruits have a responsibility for their conduct during the Fire Academy both in and out of the formal setting. Recruits must conduct themselves in an orderly and professional manner at all times.

- Recruits must obey and follow the rules of their sponsoring organization.
- The use of profane, racist, sexist, or derogatory statements or acts directed towards individuals will not be tolerated.
- Recruits must not display any conduct unbecoming of a firefighter to include, but not limited to, fighting, stealing or cheating.
- No fraternization or socializing between instructors and recruits will be tolerated.
- Obey and follow all academy policies and procedures.
- Behave in a manner that reflects positively on the fire academy.
- Behave in a manner that creates and maintains good order.
- Follow instructions or direct orders in a positive manner.
- Be diligent and protective in the performance of duties and assignments in regard to safety of all.
- Keep physically fit.
- Report for class or drills on time, fully prepared to perform assigned duties.
- Be truthful.

Instructors are constantly evaluating recruits. Recruits will be acknowledged for any meritorious conduct including but not limited to:

- Initiative.
- Good judgment.
- Exemplary conduct.

RESPONSIBILITY:

Recruits shall maintain a high level of personal accountability at all times. Preparation is crucial for success in the academy. Homework must be completed as assigned. In addition to homework, preparation will include all aspects of the academy:

- Recruits are responsible for maintaining all assigned equipment and account for it at all times.
- Come prepared each day for the physical and mental demands of the Academy.
- Maintain an appropriate, positive and respectful attitude at all times. Attitude and teamwork affect your performance as well as the performance of others.
- Comply with all academy standards and assume responsibility for your educational progress.
- It is the responsibility of the recruit to maintain their PPE in serviceable condition. This includes cleaning all assigned equipment as necessary.

RESPECT :

- Be respectful to all officers, instructors, visitors, and each other at all times.
- Recruits are expected to respond immediately to orders, without hesitation or question. Willful disobedience of any order issued by an officer or instructor will result in immediate disciplinary action.
- Abusive language toward an officer, instructor, or fellow recruit is considered disrespectful and will result in immediate disciplinary action.
- Recruits will address instructors by "Rank and Last Name" if known. Instructors will address recruits by their "Last Name" and in a formal setting "Recruit and Last Name". First names shall not be used. When a recruit is referring to another fellow recruit, addressing the class, any instructor, other individuals from the FRFC, or public, the recruits will address each other by "Recruit and Last Name". No nicknames are allowed.
- Recruits shall greet whom they meet as "sir" and "ma'am" or by their rank or title.
- Upon any chief's arrival, recruits shall pay respect by standing at attention. Respect shall not interrupt classroom lecture unless the instructor announces the arrival of the chief officer. This will occur only once each day for each chief officer.
- Any form of insubordination will result in immediate disciplinary action.

EXPECTATIONS:

Recruits shall be committed and dedicated to fulfilling the expectations described below:

Recruits are expected to perform basic military maneuvers and show respect to rank and structure.

- Be prepared for classroom and drill ground sessions each day.
- Work competently in your assigned position.
- Recruits shall operate both as a member of a team and independently at incidents of uncertain duration. The recruits are expected to have a high level of personal accountability during the academy and throughout their firefighting career.
- Be dressed in the appropriate uniform as set forth in the Operating Guidelines or as determined by the instructor in charge.
- Recruits will not use tobacco, alcoholic beverages, controlled substances, non-prescribed drugs or medications, or any substance, which could impair their physical and or mental capacities while in class or on the drill ground.
- Complete all assigned reading and homework assignments.
- When moving out of formation, when given an assignment, or when operating on the drill ground, all Recruits will do so at double time.
- Recruits shall always start and end the day in formation to receive instruction for that day and for further information at the end of the day.
- Arrive on time.
- At the end of each academy day, all cleanup assignments shall be performed as assigned and each facility will be left in better condition than it was found.
- Follow all academy guidelines.

ATTENDANCE:

- Recruits shall report all emergencies, injuries and illnesses immediately to the instructor in charge using the chain of command.
- If a Recruit suffers an injury or is unable to perform the scheduled activities, the Recruit Injury/Illness Form shall be completed by an FRFC Department Representative and delivered to the Academy Lead Coordinator. All incidents will be saved in the Recruits electronic file and the appropriate injury reporting form will be submitted to the respective Human Resources Department.
- Recruits must notify the Lead and/or Co-Lead, and their Battalion Lead by 0630 hours if they are unable to report to the academy because of an illness, injury or unforeseen emergency.
- Tardiness is unacceptable. If a recruit is going to be late, he or she must notify the Lead and/or Co-Lead, along with their Battalion Lead immediately. Unexcused tardiness/absences will result in immediate disciplinary action.
- It will be the responsibility of each recruit to obtain any handouts, lecture notes, or other information that has been distributed during their absence.
- It is not reasonable to halt or delay the Academy to allow an injured or ill recruit to remain in the Academy or catch up with missed modules.
- The Administrative Review Committee will address absences due to long-term injury or illness on a case-by-case basis whether an injured or ill recruit continues in the Academy.

APPEARANCE:

- All recruits are expected to be well groomed and dressed in the correct uniform at all times.
- Recruits shall be clean-shaven at the beginning of each day. In no case shall beards or facial hair, which may impair the safety of the recruit or the proper operation of their SCBA, be permitted.
- Head hair may be permitted to grow naturally, but must be clean, groomed, and neatly trimmed so as not to present a ragged, bushy, unkempt, or eccentric appearance. Mohawks are not permitted.
- Sideburns shall not extend beyond a point even with the bottom line of the ear lobe and shall extend in a clean-shaven, horizontal line. Sideburns must be closely trimmed.
- Mustaches are permitted if they are short and neatly trimmed and do not interfere with the seal of the recruits SCBA.
- Beards and goatees are prohibited.
- Jewelry shall be kept to a minimum. A watch and wedding ring are acceptable.

ATTIRE:

Recruits will be issued the following FRFC approved items:

2 Blue Sweatpants	5 Blue Shorts
2 Blue Polo Shirts	2 Blue Sweatshirts
7 Gray T-shirts	2 Red T-Shirts
1 Baseball Style Cap	1 Beanie Cap

Trousers, boots, belts and shoes are not provided by the FRFC.

- Polo shirts, sweatshirts, and t-shirts shall have the word "RECRUIT" printed in large letters on the back.
- Classroom attire shall consist of a blue sweatshirt (if necessary), blue polo shirt with a gray t-shirt as an undershirt, and blue uniform trousers, black uniform shoes with polish, black socks, black belt. All recruits must be in the same attire when in the public's eye.
- Drill ground attire shall consist of blue uniform trousers or FRFC issued shorts/sweatpants, FRFC gray t-shirt and FRFC blue sweatshirt.
- All recruits shall be in the same attire during formation when addressing the flag at the beginning and end of each day.
- FRFC ball caps are approved to be worn when outside, but will not be worn in the classroom setting. Ball caps must be forward facing at all times.

REPORTING FOR DUTY:

- Recruits shall report to the academy each day in good physical condition and be mentally prepared.
- Cell phones are not allowed in the classroom or on the drill ground without prior approval from the instructor in charge.
- Normal academy hours will be from 0650hrs to 1700hrs, Monday through Friday, unless otherwise specified.
- Recruits will begin the day at 0650hrs, by paying respect to the flag at each training location and then again at the end of each day. When addressing the flag, all Recruits will be dressed the same.
- Each Recruit is expected to arrive in time to ensure all equipment and materials are in the ready state prior to 0650hrs.
- At 0700hrs, Recruits shall be in formation in the designated location for the beginning of fitness.

FITNESS:

- The FRFC Fitness program has been designed to help reduce injuries while increasing cardiovascular and muscular endurance. Recruits will participate in fitness evaluations throughout the academy. The Lead Coordinator and Peer Fitness Trainers will monitor progress.
- Recruits shall at all times adhere to prescribed methods and techniques when performing fitness training.
- Recruits will be provided with a warm-up and cool-down procedure that will occur at the beginning and end of each workout.
- A Peer Fitness Trainer will provide educational information throughout the course of the academy on form and function and nutrition. Peer Fitness Trainers will be assigned to any Recruit showing deficiencies in any areas related to health and wellness.
- During physical fitness activities, Recruits shall wear only approved FRFC exercise clothing.
- Supportive athletic footwear is recommended.
- Recruits are expected to give 100% during each workout.

CLASSROOM:

- All Recruits are expected to arrive at each session prepared and on time.
- Classroom attire shall be professional at all times with recruits in required polo shirts and dress blue pants, unless otherwise specified by the instructor in charge. Sweatshirts are permitted if necessary. Recruits will not wear ball caps in the classroom.
- The provided name tent and name tag shall be displayed every time a recruit is in the classroom setting, unless otherwise specified by the instructor in charge.
- All Recruits are expected to participate fully and attentively.
- At the beginning of each session and after each break, all Recruits shall call the class to attention. Recruits will stand behind their chairs and wait for the instruction to be seated by the course instructor.
- All furnishings shall be used as intended.
- Refreshments will be permitted as long as they do not interfere with learning and are allowed by the facility.
- Recruits are responsible for all assigned homework. Assignments must be completed and turned in on time.
- Sleeping in class will not be tolerated. Recruits who are tired may stand at the back of the room.

DRILL GROUND:

- Keep safety in mind at all times.
- When operating on the drill ground, recruits may wear fitness attire under their personal protective equipment.
- Recruits will report to the drill ground with all assigned personal protective equipment (coats, pants, boots, gloves, hoods, helmets, safety glasses, and SCBA) unless otherwise specified by the instructor in charge.
- Instructors will determine the level of protective equipment based on the skill being performed.
- SCBA air packs will not be worn when recruits are positioned in the hosebed of an apparatus while loading hose or equipment.

- When moving on the Drill Ground, Recruits will always hustle. It is not necessary to sprint or run because safety shall always be paramount **but moving with a purpose is required and expected.**
- Spitting will not be permitted on the Drill Ground
- Recruits will not drive or operate any fire apparatus during the academy, unless permitted by the instructors. Recruits will assist with the backing of apparatus while on the drill ground. When assuming this position, the Recruit will stand in plain sight of the driver through the driver's side rear-view mirror and will assure that the area behind the apparatus is clear of obstacles and people. Proper hand signals will be taught during the academy and must be used at all times.

PERSONAL PROTECTIVE EQUIPMENT:

- The recruits sponsoring department is required to provide the necessary protective clothing (bunker coat, pants, boots, gloves, hood, helmet, and SCBA)
 - Two sets of fire gear
 - Set #1 shall meet NFPA 1501, 1971, and 1851 standards for entry into live fire training.
 - Set #2 shall be used for non-live fire related training and does not need to meet current standards, however, it must be intact enough to prevent snagging, catching, and tearing.
 - Two sets of structural firefighting gloves
 - Two sets of leather work gloves
 - A compliant structural firefighting helmet
 - A functioning SCBA, with face piece and a spare air cylinder that meets NFPA 1981 and 1982
 - Recruits shall have completed an SCBA "Fit Test" in their assigned mask prior to participating in Live Fire exercises.
 - Recruits shall have immediate access to a spare SCBA pack, cylinder, regulator and face piece as SCBA equipment issues are frequent and not having a replacement can stop the training for the entire academy
 - A working flashlight with batteries or charger is recommended

FRFC PROVIDED EQUIPMENT:

The FRFC shall provide the following equipment to each recruit:

- Knee pads for non-live fire training.
- Two sets of safety glasses (one tinted and one clear)
- 14 foot tubular webbing.
- 2 sprinkler / door stops.
- 6 foot rope for knot practice.
- Black out mask

CONSEQUENCES:

A recruit may be temporarily ordered off the drill ground or from the classroom for any unacceptable behavior. In the event that behavior is disruptive or possess an immediate safety risk to self or others, an instructor may immediately remove the recruit from the classroom or drill ground.

When an infraction is reported to any member of the academy staff, the Lead Coordinator and the department having jurisdiction of the recruit shall be notified and policies pertaining to above acts shall be enforced. All incidents will be documented and, if necessary, the recruit will be referred to the Academy Review Committee.

The Academy Chief, Lead Coordinator, or the recruit’s department representative may decide when a recruit is sent home to meet with the departments’ chief or chief’s designee. The recruit involved will be referred to the Corrective Prescription policy and the recruit may return to the academy after specific instructions on behavior modifications are addressed and a remedy specified. Documentation will indicate an understanding of the incident/behavior, an immediate solution for the problem, and the repercussion for not changing behaviors or attitudes, to include being dismissed from the academy.

If the Academy Chief, Lead Coordinator, or the recruit’s department’s representative is not available at the time of the incident, the recruit may be distanced from the rest of the recruits until the situation is addressed. A recruit who has been so distanced will not be able to watch or participate until notifications and remedies are in place.

SECTION 6.
INFECTION CONTROL POLICY

The full policy for *Infection Control* has been moved to the Attachments/Appendix section of this document (Attachment B, page 30). Training will be provided for all FRFC recruits in the areas of:

- Health Maintenance
- Prevention Control
- Wound Management

As necessary, or appropriate, the FRFC academy leadership/officers will initiate

SECTION 7.

PERFORMANCE BENCHMARKS

The Academy schedule is separated into 4 Benchmarks. If necessary, Corrective Prescriptions will be used during each Benchmark to address any issues with recruit performance. If a recruit is not meeting the required performance expectations at the

end of a benchmark, the recruit will be referred to the Administrative Review Committee.

Recruits SHALL successfully complete the following critical benchmarks in the order and at the time specified in the Academy curriculum.

BENCHMARK 1: (Through Week 2)

At the end of the second week, the recruit will be evaluated on their physical condition, mental attitude, practical performance and their ability to work as a member of the team. If the recruit has not met FRFC expectations they will be referred to a corrective prescription or disciplinary action.

Recruit will have met the expectations of the FRFC when he or she has successfully demonstrated the following:

Follows all FRFC policies and procedures

- Arrives on time and follows instructions
- Is respectful to fellow recruits and instructors
- Conducts themselves in a professional manner
- Works as a member of a team
- Successfully passes each written exam with 80% or higher
- Can perform 25 correct push-ups at a time
- Can perform 50 sit-ups at a time or hold a static plank for 2 minutes
- Can run a distance of one mile in under 10 minutes
- Can properly don and doff all PPE in a timely manner
- Can work in an SCBA showing little to no anxiety
- Has maintained a cumulative score of 80% or higher on all written exams
- Has completed the following modules:
 - Safety/PPE/SCBA
 - SCBA Confidence Course
 - Ropes/Knots
 - Tools and Equipment
 - Portable Fire Extinguishers
 - Communications
 - Fire Behavior

BENCHMARK 2: (Through Week 7)

Skills Development. At the end of week 7, the recruit will be evaluated on their overall skill development. By the end of week 7, the recruit MUST have passed all NFPA 1403 standards required for participating in the live fire exercises and pass the FRFC practical examination (JPR Skills Check). The recruit MUST also be free of all anxieties related to working on the drill ground and/or in IDLH (Immediately Dangerous to Life and Health) atmospheres in a Self-Contained Breathing Apparatus. Recruits will

not participate in live fire exercises if they are exhibiting high levels of stress or anxiety that may become hazardous to themselves or others. If the recruit has not met FRFC expectations they will be referred to a corrective prescription or disciplinary action.

- Recruit will have met the expectations of the FRFC when he or she has successfully demonstrated the following:
 - Completion of Benchmark 1
 - Ability to use ladders
 - Ability to manage fire hose and establish water supplies
 - Ability to perform Search and Rescue and victim removal techniques
 - Ability to perform vertical and horizontal ventilation
 - Ability to mitigate or control HazMat incidents at the operations level
 - Ability to extinguish propane and car fires
 - Completion of the mid term practical examination (JPR Skills Check)
 - Has maintained a cumulative score of 80% or higher on all written exams

BENCHMARK 3: (Through Week 8) Live Fire Training

At the end of week 8, the recruits will be evaluated on their performance and ability to operate on the fire ground while working in the IDLH atmosphere. If the recruit has not met FRFC expectations they will be referred to a corrective prescription or disciplinary action.

- Recruit will have met the expectations of the FRFC when he or she has successfully demonstrated the following:
 - Completion of Benchmark 1
 - Completion of Benchmark 2
 - Forcible Entry techniques
 - Firefighter Safety and Survival techniques
 - Extrication techniques
 - Understanding of Building Construction as it relates to the Fire Service
 - Understanding of Ground Cover Fires
 - Has maintained a cumulative score of 80% or higher on all written exams

BENCHMARK 4: (Through Week 13)

Technical Skills Training. At the end of week 13, the recruit will be evaluated on their performance and ability to operate on the fire ground while working in the IDLH atmospheres along with their ability to perform technical rescue techniques.

- Recruit will have met the expectations of the FRFC when he or she has successfully demonstrated the following:

- Completion of Benchmark 1
- Completion of Benchmark 2
- Completion of Benchmark 3
- Has maintained a cumulative score of 80% or higher on all written exams
- Completion of State/CMCB Certifications
- Graduation from FRFC Academy

SECTION 8.

TESTING, CORRECTIVE PRESCRIPTIONS AND SUSPENSION/DISMISSAL

Recruits are expected to apply themselves and successfully complete ALL aspects of Academy training. Failure to do so will result in corrective prescriptions and/or disciplinary action.

TESTING:

Recruits will be evaluated on a regular basis through cognitive testing and a practical performance assessment.

COGNITIVE TESTING:

Cognitive testing will be conducted in the form of chapter tests and quizzes. The cognitive testing process serves two purposes; (i) to allow the recruits to demonstrate their knowledge and understanding of the reading material, and (ii) to prepare each recruit for the certification testing process.

- All weekly chapter test information will be taken directly from the assigned fire academy textbooks.
- Recruits will be given sufficient time to complete the chapter tests based upon the total number of questions for the specific test.
- Questions for the weekly tests will be randomly generated from a test bank with emphasis on the weekly reading assignments.
- Random questions from previous reading assignments may also be included in each weekly chapter test, or delivered in a separate, cumulative mid-term test.
- The passing score for all written exams is 80%.
- Each recruit is required to maintain a cumulative score of at least 80% on the weekly written exams to be considered in good standing.
- In the event a recruit fails a written exam, one re-test will be administered during the following week and must be passed with an 80%. New questions will be randomly generated.

- A recruit will be referred to the Administrative Review Committee if one of the following occurs:
 - Failure of a re-test
 - Failure of two weekly written exams
 - Cumulative score falls below 80%
- All scores will be tracked in the recruit's personnel file and reflected in their evaluation.
- Letter grades will not be assigned but recognition will be given to those recruits who score exceptionally well throughout the academy.

PRACTICAL PERFORMANCE ASSESSMENT:

Practical performance-based assessments are ongoing. Each recruit must satisfactorily complete all performance-based assessments. Failure to successfully complete practical performance-based assessments will result in a review and possible disciplinary action.

ADDITIONAL ASSISTANCE:

If a deficiency is noted in a recruit's academic or practical performance, additional assistance will be provided through a corrective prescription plan.

CORRECTIVE PRESCRIPTIONS:

Performance Enhancement Procedures are prescriptions to correct deficiencies. If necessary, after hours instruction may be necessary.

Any Lead Instructor may initiate the Performance Enhancement Procedures. This will generally be a three-step review process and the recruit may enter as described below.

Level #1: This is typically a counseling session that occurs between the recruit and lead coordinator. The counseling session will be documented and placed into the recruit's academy personnel file. The Academy Chief and Training Officer from the representative agency will be notified.

Level #2 Recruit Evaluation Committee (REC): This committee is composed of the academy lead coordinator, a representative from the sponsoring agency, and any appropriate adjunct instructor. The REC will create a document stating the issues and immediate corrective actions required of the recruit. Both the recruit and the Training Chief of the representative agency will sign the document.

Level #3 Administrative Review Committee (ARC): This is composed of the Academy Chief, the Chief of the recruit's department or the Chief's designee, the Training Chief (or designee) of the recruit's department, the lead coordinator, and any instructors or adjunct instructors as required.

The ARC will create a document stating the issues and the severity of the infraction, plus the immediate corrective actions required of the recruit and all consequences should the behavior or performance not change. Both the recruit and the Training Chief of the recruit's sponsoring department will sign the document.

SUSPENSION OR DISMISSAL:

The Administrative Review Committee has the authority to suspend or dismiss the recruit's continuation in the FRFC academy.

Dismissed recruits will be released back to their sponsoring department.

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SECTION 9.

RECRUIT EVALUATIONS

Performance evaluations and coaching are critical to your success and will be continually provided throughout each day of the academy. With all high performance teams, there must be established performance levels and positive reinforcement.

CRITICAL FAILURES:

Poor performance and critical failures will be documented. If the recruit has two critical failures at the end of Benchmark 1 and Benchmark 2, the Lead Coordinator will prevent the recruit from continuing in the academy and the Administrative Review Committee will be notified for recommendations.

COACHING:

Coaching is the process that will facilitate your development in each of these particular areas. We will implement various coaching techniques to achieve the progress we demand from you. Your performance and attitude will determine the coaching styles utilized by each instructor.

SECTION 10.

GRIEVANCE PROCEDURES

FRFC is committed to providing each recruit with equal opportunity and a level playing field free of physical and emotional abuse.

Should a recruit encounter an issue with a practice of the Academy or with a fellow recruit or an instructor, the affected recruit is encouraged and expected to promptly address the matter in an appropriate fashion.

FACE-TO-FACE RESOLUTION:

Simple differences may be addressed face-to-face. When addressing differences in this manner, recruits are advised to be mature and take a non-confrontational demeanor assuming that the other party may be unaware of the offensive behavior. Instructors shall document any such discussions in which they are involved and such documentation shall be shared with the Academy Chief.

COUNSELING:

An aggrieved recruit may seek counseling from any member of Academy Staff regarding a problem with an Academy practice, another recruit or another member of Academy Staff. The Academy Staff member providing the counseling shall document the discussion.

FORMAL GRIEVANCE:

Complaints need not be addressed face-to-face or in a counseling session with Academy Staff. A recruit may instead file a formal grievance with either the Lead Instructor OR with the Academy Chief. The Lead Instructor or Academy Chief shall document any grievance, determination and follow-up. Formal grievances shall be reviewed by the Academy Chief and may be shared with the recruit's sponsoring department.

APPEAL OR FURTHER COMPLAINT:

Recruits dissatisfied with the handling of their formal grievance shall take up the matter with their sponsoring department.

SECTION 11.

GRADUATION

Recruits completing the Academy curriculum will be awarded a certificate of graduation. Graduating recruits will also be classified in one of three categories:

Graduation with Distinction:

This designation is reserved exclusively for graduates that have successfully completed all elements of the Academy curriculum AND that have demonstrated exceptional and noteworthy accomplishments in one or more Academy modules. To graduate with distinction, the recruit must maintain a score on all weekly written exams 90% or higher.

Graduation:

This designation denotes that a recruit has successfully completed all elements of the Academy curriculum and has maintained a cumulative score on all weekly written exams of 80% or higher.

Graduation with Reservation:

This designation denotes a recruit that has not successfully completed all elements of the Academy curriculum or has a cumulative score on all weekly written exams less than 80%; however, their sponsoring department has waived the areas of deficiency and has allowed the Recruit to continue in the academy.

Special Recognition:

At the conclusion of the Academy, special recognition may be given to any recruit who has displayed exemplary performance in all aspects of the academy. These individuals will have exceeded the expectations of the Front Range Fire Consortium Fire Academy in the areas such as attitude, teamwork, initiative, practical performance, and academics.

ATTACHMENTS/APPENDIX

Attachment A - Recruit Evaluation

Attachment B - Infection Control Policy/ FRFC
Skin Check Portocol

Attachment C - Cheyenne Fire Rescue Dorm Policy

Attachment D - Poudre Fire Authority Dorm Policy



ATTACHMENT A

RECRUIT EVALUATION

Recruit Name:		Date of Evaluation:		For Week #'s:	
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ATTITUDE AND BEHAVIOR

The Recruit's attitude and behavior is ...

Satisfactory
 Unsatisfactory

Comments:

ACADEMIC PERFORMANCE

The Recruit's academic performance is ...

Satisfactory
 Unsatisfactory

Comments:

DRILL GROUND PERFORMANCE

The Recruit's drill ground performance is ...

Satisfactory
 Unsatisfactory

Comments:

FITNESS

The Recruit's fitness level is ...

Satisfactory
 Unsatisfactory

Comments:

TEAMWORK & LEADERSHIP

The Recruit's teamwork and leadership is ...

Satisfactory
 Unsatisfactory

Comments:

ATTACHMENT B

Evaluation performed by:	Acknowledged by Recruit:
Date:	Date:

PURPOSE

To provide a comprehensive infection/exposure control program for the fire consortium academy which maximizes protection against communicable diseases and toxic exposures, while engaged in training exercises, for any participant. The Academy recognizes that communicable disease and toxic substance exposure are occupational health hazards. Communicable disease transmission and toxic substance exposure are possible during any aspect of emergency response, whether in the classroom or simulated venue and extending into after hour in-station operations.

To provide additional direction and expectations to supplement the Infection Control Policy contained within the Recruit Operational Guidelines specifically related to the Novel Coronavirus (COVID-19). The goal of this supplemental policy is to adhere to all current Centers for Disease Control (CDC) and Colorado Department of Public Health and Environment (CDPHE) guidelines and recommendations, as well as those of our local health departments. The Academy recognizes that information related to COVID-19 infection and exposure mitigation continues to evolve, and as such, guidelines, recommendations and policies will require modification and updates.

The health and welfare of each participant is a joint concern of the instructors and employers of the participants involved in academy exercises and training. While each participant is ultimately responsible for his or her own health, the Academy recognizes its responsibility to provide as safe learning environment. The goal of these guidelines is to set a specific method of reporting exposures or communicable diseases and a method for treatment and aftercare if the need arises. Self reporting of injuries, skin damage or possible signs and symptoms of infection such as fever, redness or rash is expected of each participant and will not result in any negative actions on the part of the Academy.

An additional goal of these guidelines is to set a specific method for mitigating the risk of exposure to or potential spreading of COVID-19, as well as the reporting of possible or confirmed exposures to persons known to be or suspected to be exhibiting signs or symptoms consistent with COVID-19 infection. Self-reporting of possible signs and symptoms of infection such as fever, chills, cough, shortness of breath, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea is expected of each participant and will not result in any negative actions on the part of the Academy

This protocol is a guideline only. Each individual's Department Infection Control Policy will supersede this protocol.

For the purposes of this document, the consortium academy is referred to as "academy"; the employer of any agency participant is referred to as "agency"; and any person participating in the academy, including recruits, faculty, or guests are referred to as "participant".

SCOPE

This protocol applies to all participants within the academy, their instructors and others associated with the day-to-day activities of the academy.

POLICY

The Academy shall provide all participants and their supporting instructors with the necessary training, skin screening, COVID-19 self-screening information, and personal protective equipment (PPE) and sanitization supplies needed for protection from and to limit the possible of communicable diseases and toxic exposures. Each Individual's department shall provide medical screening and follow-up treatment necessary to minimize the effects of any occupational toxic or infectious exposure incurred by a participant or others associated with the Academy.

The Academy will prohibit discrimination toward any participant for health reasons, including infection and/or seroconversion.

EXPOSURE CONTROL / HEALTH MAINTENANCE

No participant shall be assigned to the academy and the duties that it involves until an entrance physical assessment has been performed by the participant's individual agency's designated Physician or his/her designee, and the member has been certified as fit for duty.

All participants shall provide information to the best of their ability to do so regarding their immunization and/or testing status for TB, measles, mumps, rubella, poliomyelitis (polio), varicella, tetanus, diphtheria and hepatitis B. Participants who do not have current testing for or immunization to the above diseases shall be encouraged to pursue such testing or immunizations on their own or at the discretion of the participating agency. Tetanus immunization shall be provided by the individual's participating agency as part of medical care for on-the-job injuries, when appropriate. This information shall be collected by the participant's agency and kept as a part of their medical record which is kept under confidential containment.

All participants shall be offered immunization against influenza. Recruits who cannot document Hepatitis B immunization or serologic conversion shall be offered the Hep B vaccination within 10 (ten) days of assignment to the academy. The risks and benefits of immunization shall be explained to all participants and informed consent obtained prior to immunization. This shall be done through participating agencies.

Participants may refuse immunizations, or may submit proof of previous immunization or titers levels. Participants who refuse immunization shall be counseled on the occupational risks of communicable disease, and required to sign a declination form provided by the designated agency's infection control officer.

Participants who initially refuse immunization may later receive immunization upon request through their agency designated infection control officer.

TRAINING

The comprehensive bloodborne pathogen training shall consist, at a minimum, of the following elements:

- an accessible copy and explanation of the regulatory text;
- general explanation of the epidemiology and symptoms of bloodborne diseases;
- an explanation of the mode of transmission of bloodborne pathogens;
- an explanation of the basis for selecting PPE (Personal Protective Equipment) including information on the types, selection, proper use, locations, removal, handling, decontamination, and disposal of PPE;
- explanation of the use and limitations of safe work practices, engineering controls, and PPE;
- information on Hepatitis B vaccination safety, benefits, availability and offered free of charge;
- explanation of exposure procedures to follow if an exposure occurs including methods of reporting;
- information on post exposure evaluation and follow-up;
- education on use of safer medical devices; and
- an explanation of warning signs, labels and color coding.

Additional training may occur once the participant is given permanent agency assignment on agency specific infection control policies, procedures, protocols and/or guidelines.

A certificate of completion containing training dates, content or summary of training, names and qualifications of trainer and names or trainees will be forwarded to the respective agency for inclusion in participants training records. This certificate is applicable to EMS CE hours required for state EMS certification, licensure or EMS renewals.

A signed copy of acceptance of the infection control policies will be kept in each participant's files.

In addition to the ***Prevention of Infectious Diseases*** section below, the following COVID-19 specific guidelines shall be adhered to at all times:

- Do not come to work if sick, follow reporting procedures
- Wear provided surgical masks while in doors and in class. Masks may be removed for the following conditions (personnel shall strive to maintain at least 6' physical distance between others if not wearing a mask):
 - When eating & drinking
 - When donning & doffing PPE & SCBA

- When exercising. Increase physical distance during strenuous exercise if possible.
- Be prepared to wear a face covering at any time, or at any facility as requested by the agency representative.
- Wash hands and or use hand sanitizer frequently
- Avoid touching mouth, nose, and eyes
- Do not share eating utensils or drinking containers
- Follow established policies at each training facility regarding sanitization of frequently touched surfaces such as desks, tables, doorknobs, light switches, restroom facilities, locker facilities, and exercise equipment
- Immediately notify staff if PPE or cleaning supplies begin to run low, or if conflicting orders are received and assigned cleaning or sanitizing duties are not able to be completed
- Immediately report to your assigned supervisor if at any time during the day you begin to experience any signs or symptoms noted in the daily pre-screening evaluation
- Remain vigilant toward protecting yourself and fellow recruits, instructors, and staff from possible exposure
- Discuss opportunities for receiving COVID-19 vaccination and booster shots directly with your employer
- Protect yourself from possible exposure when you are away from work to limit the possibility of exposure to yourself and to others
- Inform yourself as to the routes of transmission and exposure to further aid in limiting your chance of exposure

PREVENTION OF INFECTIOUS DISEASES

Personal Hygiene / Hand washing guidelines

Wash hands using liquid hand soap or an alcohol-based hand rub:

- Before starting the academy each day.
- After each evolution/training exercise.
- After cleaning training equipment or facilities
- Before and after consuming beverages or food.
- After using the restroom facilities.
- Visibly soiled hands will be washed with liquid hand soap and not cleaned with an alcohol-based hand rub whenever possible.
- Dry hands with disposable paper towels or air blowers,

DO NOT SHARE TOWELS!

Showering guidelines

Each participant will shower (if facilities are available)

- After morning PT if excessive sweating results.
- If there has been substantial skin on skin contact during drills or exercise.
- If the participant becomes grossly soiled.
- Participant will wear protective foot gear when showering

Skin Care Guidelines

Skin lesions, cuts, boils, insect bites, open sores or rashes

- Shall be covered with a clean dry dressing with an excess one inch border around the wound.
- If the dressing and/or bandage becomes wet or soiled, a new clean dry dressing must be applied.
- In the event the wound/sore cannot be covered with a dry dressing, the participant may be prohibited from training or staying in quarters; this determination will be made by the Lead Instructor and the EMS Coordinator/Infection Control Officer. (This is for the safety of the participants).
- Gloves shall be used if assisting another participant with skin care.
- Do **NOT** apply any topical antibiotic to any wound unless specifically ordered by a physician ***after*** evaluation.

Fitness Equipment

- When utilizing fitness equipment, use a barrier device, (e.g. towel or layer of clothing) between skin and shared equipment.
- Fitness equipment shall be cleaned using a Department approved cleaning solution prior to and after utilization.
- After removing soiled clothing, wash clothing prior to wearing. (Does not include turnout gear).

Dormitory (*Refer to appendix of this document for specific dormitory or living guidelines*)

- All stations that allow participants to spend the night shall maintain a clean laundry area with washer, dryer and wash sink. Soiled uniforms will be washed and dried using appropriate manufacturer instructions. Great caution should be taken not to take uniforms home that have been exposed to toxic agents or communicable diseases.
- All participants shall maintain an entire change of clean clothes. Shorts for work-out only and regular station uniforms with long pants should be worn in the classroom.
- Participants will bunk two to a room using their own bedding whenever possible. Soiled/wet towels will be hung to dry in a designated area and then washed in a regular setting. Avoiding the re-use of towels will be encouraged.
- All soiled clothing will be kept in a designated plastic container until washed.

**DO NOT SHARE ANY PERSONAL ITEMS: TOWELS, RAZORS,
BARS OF SOAP, PPE, ETC!**

Classroom Facilities

- Disinfect desks, table surfaces at the end of each day with a cleaning solution of 1:100 bleach/water mixture mixed new every 24 hours or FRFC approved solution.
- If soil, sweat, or body fluids come into contact with work area surfaces, clean with 1:100 bleach/water mixture mixed new every 24 hours or FRFC approved solution immediately after each use.
- Repair or dispose of equipment and furniture with damaged surfaces that cannot be adequately cleaned.

Uniforms and Apparel

- Each participant will be provided, by his or her respective agency or the FRFC academy with uniforms, workout apparel, turnout gear, including PPE.
- Each participant will be responsible for laundering his or her clothing and gear.
- Exercise apparel will be washed after PT prior to being worn again. Soiled clothing shall not be worn more than once (excluding turnout gear and PPE).
- If knee pads are utilized, they shall not be worn against bare skin, there must be a barrier between the knee pad material and bare skin.

Participants will not share any apparel, clothing turnout gear, or PPE.

Laundry

- Wash uniforms, t-shirts, towels, sweat pants, and sweatshirts daily in detergent and water at 160 degree fahrenheit temperature for a minimum of 25 minutes. If cold water is used, use a laundry detergent that is appropriate for cold water washing.
- Use a mechanical dryer, allow clothing to dry completely, do not remove and use while still damp. Do not air dry clothing.
- Knee pads worn underneath turnout gear must be washed every two days, unless they become heavily soiled, then they are to be washed after use.

- Turnout gear will be washed weekly or when heavily soiled in a commercial washer using appropriate detergent in a warm water (105°F) setting. Separate liner from shell, do not overload washer.
- Air dry all turnout gear, allow it to dry thoroughly. (This may take up to 24 hours).
- If gear washing is necessary, but is not available, the participant shall notify their respective agency Instructor immediately.

POST-EXPOSURE PROTOCOLS

Toxic Materials

- 1) For exposure to potentially toxic material:
 - Dry chemicals:
Immediately brush off the material, and then flush with water (or saline eye wash if the eyes are involved).
 - Wet chemicals:
Immediately flush with water (or saline eye wash if the eyes are involved).
Remove clothing and place in appropriate container; treat exposed areas as mentioned above
 - If there is an immediate reaction, call for EMS and hazardous materials emergency response to decontaminate and treat the exposed member, and to attempt to identify the product the member was exposed to.
 - If there is no immediate reaction, call the HazMat team for decontamination, treat members and attempt to identify the product.
- 2) Any participant or instructor having an occupational toxic substance exposure shall immediately report the exposure to his or her supervisor, who shall notify the designated Academy Exposure Control Officer or their designee immediately.
- 3) An Incident report shall be completed documenting specific circumstances of possible exposure to participant(s) for any of the following exposures:
 - Inhalation of toxic substances
 - Contact of toxic substances with skin, mucous membranes, or eyes.
 - Ingestion of toxic substances
 - Contact with eye, mouth or other mucous membrane, non-intact skin or parental contact with blood or other potentially infectious materials.
 - Other exposure that the member may feel is significant. For example: Prolonged exposure of dried blood on intact skin.
- 4) The incident report shall document any care received, give details of the task being performed at the time of the exposure, the means of transmission, the portal of entry, and the type of PPE in use at the time of possible exposure to participant(s) for any of the above listed reportable exposures.

- 5) Any participant exposed to potentially infectious materials shall immediately wash the exposed area with soap and water (or saline eye wash if the eyes are involved). Approved water-less (alcohol based foam/gel) wash solution may be used on scene in the absence of other facilities.
- 6) For **blood borne/body fluid exposures**, the potentially exposed member shall go immediately to the agency's designated Occupational Medicine clinic or office and register as a patient for assessment following the agency specific policies and guidelines. The source patient needs to be tested immediately.

Any other conditions that are reported such as skin rashes, open wounds or upper respiratory or GI issues should be evaluated by the designated infection control officer and referred for treatment if necessary.

REPORTING GUIDELINES

- Each participant will report any pre-existing skin conditions (such as psoriasis, eczema, etc.), skin injuries, abnormalities, or injury resulting in damage to the skin, to their Department Instructor immediately.
- Questionable or possible symptoms of an infection must be reported immediately.
- Participants must report any communicable disease they may have been in contact with (family members with measles, chickenpox, TB, influenza, COVID-19) to the FRFC Infection Control Officer to assure the safety of all members of the academy.
- Participants must report a fever and/or symptoms consistent with a cold or flu immediately.
- Each organization has specific paperwork for injuries and Workman's Comp procedures. In the event of an illness or injury in which medical attention is required, participants will be assisted in filling out the necessary paperwork.

Note: An injury or illness occurring during the FRFC is not an automatic guarantee of Workers Comp insurance coverage.

WORK RESTRICTIONS & RETURN TO WORK GUIDELINES

Any participant who has been restricted from in-person participation in the academy should adhere to the following:

- Maintain communication with academy and agency representatives to receive clearance to return to in-person participation
- Follow directions and be prepared to virtually participate in any classroom lectures delivered while restricted from in-person participation
- Adhere to any isolation or quarantine orders which may have been imposed
- Continue to complete all reading assignments and other homework as assigned based upon work allowances or restrictions

Return to Work Guidelines

The academy will strive to adhere to the most current CDC guidelines:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html#closecontact>

Recruit is Sick:

- Stay home!
- Report your absence to academy cadre **and** home agency representative
- COVID Symptoms:
 - Get tested and report results to academy cadre and home agency
- Non-COVID Symptoms:
 - Return to work when symptoms have subsided **and** you are fever free for 24 hours without use of fever-reducing medications

Test Positive for COVID-19 (Isolate):

- Everyone regardless of vaccination status shall stay home for 5 days
- If no symptoms or symptoms have resolved, you may leave home after 5 days. If symptoms persist, remain home until symptoms have resolved
- Continue to wear a mask through day 10 since positive test result

If You Were Exposed to Someone With COVID-19 and you:

Have been boosted, or have completed primary series of Pfizer or Moderna vaccine within the last 6 months, or primary series of J & J vaccine within last 2 months:

- Wear a mask around others for 10 days
- Test on day 5, if possible (not required)
- If symptoms develop, get tested, STAY HOME and refer to ***Recruit is Sick***

Are unvaccinated, or have completed primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted, or primary series of J & J vaccine over 2 months ago and are not boosted:

- **Stay home for 5 days**
- After that continue to wear a mask around others for another 5 days
- Test on day 5, if possible (not required)
- If symptoms develop, get tested, STAY HOME and refer to ***Recruit is Sick***

The Academy will prohibit discrimination toward any participant for health reasons, including infection and/or seroconversion.

FRFC SKIN CHECK PROTOCOL

SKIN EXAMINATION CHECKSHEET

The goal of a skin check is to identify any skin abnormalities that need to be evaluated by a healthcare provider.

WHERE TO CONDUCT A SKIN EXAM

Ensure a Respectful environment with good lighting. Separate location should be provided for males and females

HOW TO CONDUCT A SKIN EXAM

- *Examiners must wash hands and wear new gloves between each individual examination if the skin is touched.
- *Ask the individual if he/she has any skin problems, fever or pain.
- *All bandages and wound coverings must be removed by the recruit prior to the examination and disposed of properly in the trash.
- *Have the individual stand with arms outstretched, hands open and feet shoulder width apart.
- *Have the individual lift hair, adjust neck position, lift arms, etc., so that the skin can be examined thoroughly.
- *Systematically examine the individual's body from head to toe.
 - Scalp, face, remainder of head and neck
 - Both arms, underarms, hands and fingers
 - Chest, stomach and back
 - Both legs, feet and toes

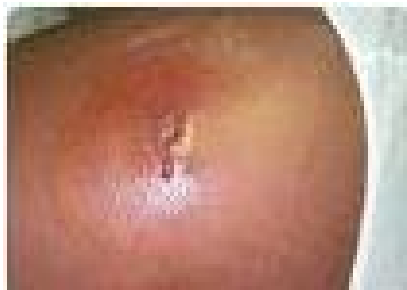
WHAT TO LOOK FOR:

- Any abnormality on the skin related to:
 - **Pattern:**
 - Scratched
 - Raised above the surface of the skin
 - Depressed or carved out below the surface of the skin
 - Groups, clusters or patches
 - Draining fluid, moist or crusted
 - **Color:**
 - Red or surrounded by redness
 - Groups or clusters
 - **Pus or Inflammation**
- **Directions to Individual**
 - Cover wound with dry dressing with 1" border all around
 - Direct individual on wound care
 - Schedule reassessment

OR

 - Direct to individual's Occupational Health Provider with instructions to culture the wound not just nasal passage.

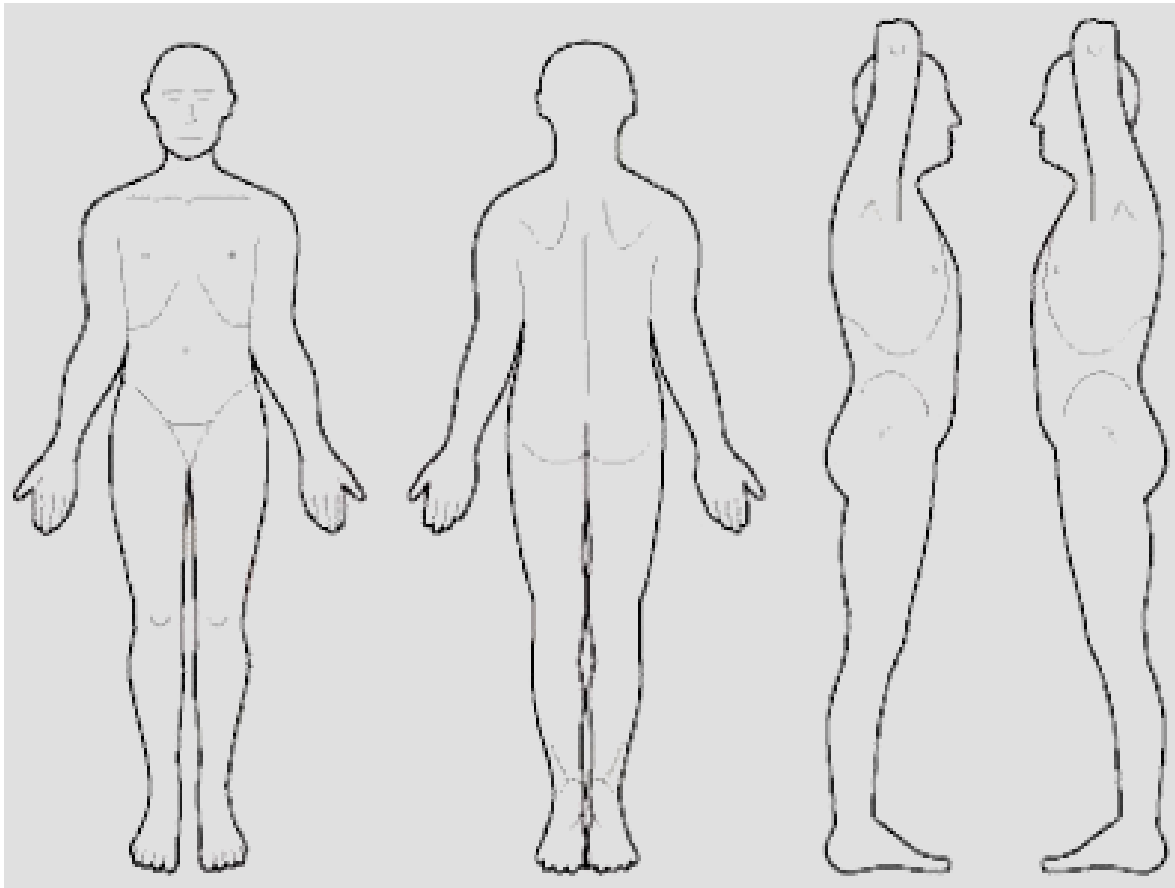
ATTACHMENT B
STAPHYLOCOCCUS AUREUS – “STAPH”



ATTACHMENT B
FRFC SKIN CHECK FORM

Candidate: _____

Skin abnormality noted on diagram.



NOTES:

NAME OF EVALUATOR: _____ **DATE:** _____

ATTACHMENT C.

CHEYENNE FIRE RESCUE DORMITORY POLICY

CFR Training, SOP 701.00, Dorm Accommodation

I. Scope

This standard provides for the procedures governing use of living and sleeping quarters at the training facility, by out of town guests, on a short-term basis. All personnel using dorm accommodations at the Cheyenne Fire and Rescue training facility shall comply with the following rules and regulations.

II. General

The second floor of the training facility provides living and sleeping quarters to include; four separate dorm areas, a kitchen, living area, bathrooms, and an exercise room.

III. Rules and Regulations

A. Personal Behavior

1. All personnel using the dorm accommodations shall behave in a civil and reasonable manner.
2. Individuals must respect the personal privacy of other residents within the context of the facility accommodations.
3. Harassment of any type will not be tolerated and residents shall not engage in horseplay or aggressive behavior.
4. Violations of personal behavior shall be reported to the person's sponsoring department or agency.
5. The CFR Training Chief may deny the use of the dorm accommodations to any person for any personal behavior that is threatening, abusive, or otherwise not conducive to the communal nature of the dorm.

B. Security

1. All personnel using dorm accommodations are responsible for the security of their own valuables. CFR is not responsible for the loss or damage to personal property or belongings.

C. Building Access

1. Access to the second floor dorm area is from the interior stairwell and the east or west exterior stairwell. Access to the second floor dorm area after training staff has closed the building shall be from the east or west exterior stairwell only.

2. Combination locks are provided on the second floor exterior doors and residents will be provided with the combination to those doors.
3. Residents may use the interior stairwell to access the classrooms and apparatus bay as needed for training and educational activities.
4. Except for emergency exiting, residents shall not enter the training staff area after the training staff closes the building.

D. Site Access

1. Site access is from Commerce Circle.
2. Access is through a combination security gate. Residents shall be provided with the combination and are expected to open and close this gate after training staff has left for the day.

E. Parking

1. Parking shall be in the south parking lot of the multi-purpose building, or as designated by training staff.
2. Residents are responsible for keeping vehicles locked. CFR is not responsible for damage to non-CFR or personal vehicles.

F. Bedding and Towels

1. Bedding and towels are not provided. Sleeping bags or sheets and blankets and pillow covers must be provided by each individual for their own use.
2. If sleeping bags are used, remove the bed spread, fold it and place it out of your way during your stay.

G. Laundry Facilities

1. Laundry facilities for bunker clothing are located in the apparatus bay and are intended only for bunker clothing use.
2. Laundry facilities for personal articles of clothing, bedding and towels are located in the dorm area.

H. Food Preparation

1. Cooking facilities are provided in the kitchen for use by residents.
2. Residents are responsible for purchasing all food items needed as well as the cleanup of all dishes, cooking utensils and appliances.

I. Alcohol and Firearm Prohibition

1. No alcohol or other illegal substances shall be consumed or stored at the CFR training facility for any reason.
2. No firearms shall be stored or used at the CFR training facility by residents (authorized law enforcement personnel are exempt).

J. Cleaning

1. Residents are responsible for cleaning the dorm area on a daily basis. A vacuum cleaner and cleaning supplies are available.
2. Cleaning shall be done every morning before recruits leave the facility and after lunch breaks, and at the end of the day. Cleaning shall be as follows.

Bathrooms:

- a) Using Bleach water mix, all surfaces in the restroom/shower areas shall be sprayed down.
- b) Toilets cleaned and supplies refreshed.
- c) Mirrors wiped down, hard surfaces cleaned.
- d) Floors swept, mopped.
- e) Trash emptied

Kitchen/ Dayroom:

- a) All hard surfaces cleaned with disinfectant or bleach water.
- b) Sink emptied and cleaned
- c) Dishwasher unloaded/loaded and cycled
- d) All foods shall be put away.
- e) Floors vacuumed, swept and mopped.
- f) Trash emptied/recycles removed

Classrooms:

- a) Before classes start all hard surfaces disinfected with wipes or bleach water
- b) After classes end of day. All hard surfaces disinfected/wiped down. Chairs stacked on tables or stored
- c) Floors mopped or vacuumed
- d) Trash emptied/recycles removed

Dorms:

- a) Dorms and dayrooms shall be kept clean at all times.
- b) Recruit shall use 1 bed area only if possible for all stays.
- c) Recruit shall use only 1 dresser as possible.
- d) Bedding shall be either by sleeping bag or personal bedding.
- e) All bedding shall be rolled and mattress and liner shall be disinfected each morning before recruit leaves the facility
- f) All dirty clothing shall be immediately placed in a plastic sack or hamper. No dirty clothes are allowed on furniture or bedding.
- g) Recruits shall not share razors, towels, soap etc.
- h) Clean clothes must be placed in dressers. There shall be no intermixing of dirty and clean clothes.
- i) Towels shall be hung to dry inside dressers; no outside airing of towels shall be allowed. Wet/Dirty towels shall not be placed on bedding under any circumstances. All clothes shall be laundered as frequently as possible there shall be no wearing of dirty clothes in consecutive days in a row.
- j) Dressers and beds will be disinfected by the recruit using said items prior to departure from the facility.

ATTACHMENT D.

PFA DORMITORY POLICY

Poudre Fire Authority (PFA) provides limited short-term residential accommodations for Front Range Fire Consortium (FRFC) students. All recruits using the facility **shall** comply with the following rules and regulations and any special rules applicable to specific uses as designated by the PFA Training Chief or designee.

Personal behavior: All recruits using the dorm shall behave in a civil and reasonable manner. Individuals must respect the personal privacy of other residents within the context of the facility accommodations. Harassment of any type will not be tolerated, and residents **shall** not engage in horseplay or aggressive behavior. Violations of personal behavior shall be addressed by FRFC and the recruit's department(s). PFA may deny the use of the residential area to any individual that is threatening, abusive, does not follow the guidelines or is otherwise not conducive to the communal nature of the residential use.

Personal belongings: Recruits using the dorm are responsible for the security of their valuables. PFA is not responsible for the loss or damage of personal property or belongings.

Site access: Our site is accessed using the gate on West Vine Drive. PFA will issue a key fob that will open the gate to the training campus. The key fob reader is located near the gate on the south side of the road. The gate has an automatic sensor for exiting the facility. Simply drive near the exit and it will open. The speed limit on Vine Drive and our training campus has a maximum speed limit of 15MPH which is strictly enforced.

Building access: The issued key fob will allow access to the dorm in Building A. The door is located on the second floor on the west side of the building. There is a secondary exit using the interior stairway. Except for emergencies, the recruits **shall** enter and exit the west side second floor door. Recruits **shall** not be in the main floor area of the training facility except as needed (bunker gear care etc.). The key fob must be returned before graduation.

Parking: Recruits **shall** always park on the north side of Building A. If the parking lot is full, parking **shall** be on the road-base to the south of Building A (near the fuel station).

Laundry facilities: Commercial (for bunker gear) and residential laundry facilities are available in Building B. Bunker gear **shall** be cleaned as required and personal laundry may be laundered in the washer/dryer.

Alcohol, drugs, and firearms: No alcohol or illegal substances **shall** be consumed or stored at the PFA training facility for any reason. Firearms are not allowed in the facility or in vehicles on the training facility grounds.

Telephone/Internet Access: PFA provides phones in the residential area for local calls. The Internet is provided by the computer terminal in the living quarters and is accessible to anyone. No offensive/pornographic materials are allowed on the internet.

Bedding: PFA provides mattresses but does not provide other bedding.

Exercise equipment: Residents may use the exercise equipment provided in Building A. Exercise equipment **shall** be cleaned after each use.

Cleaning: Recruits are wholly responsible for cleaning the dorm on a regular basis. Cleaning shall be completed as follows:

Bathrooms:

- a) Using a disinfectant, clean all surfaces in the restroom and shower.
- b) Toilets cleaned and supplies refreshed.
- c) Mirrors wiped and hard surfaces cleaned.
- d) Floors swept and mopped.
- e) Trash emptied.

Kitchen/Dayroom:

- a) All hard surfaces are cleaned with disinfectant.
- b) Sink emptied and cleaned.
- c) Dishwasher unloaded/loaded and cycled.
- d) Food put away.
- e) Floors vacuumed, swept, and mopped.
- f) Trash and recycle emptied.

FRFC and PFA may deny the use of the dorms to any recruit who doesn't follow the rules as listed.

1. Dorms and dayrooms shall be kept clean.
2. Overnight stays shall be requested by the Recruit to the PFA Lead Instructor.
3. Recruits shall use one bed area for all stays if possible.
4. Recruits shall use only one locker if possible.
5. Bedding shall be either sleeping bag or personal bedding.
6. All bedding shall be rolled before the recruit leaves the facility. At a minimum, bedding shall be removed and laundered weekly.
7. All dirty clothing shall be immediately placed in a plastic sack or hamper. No dirty clothes are allowed on furniture or bedding.
8. Recruits shall not share razors, towels, soap, etc.

9. Clean clothes must be placed in dressers or lockers. There shall be no intermixing of dirty and clean clothes.
10. Towels shall be hung to dry inside lockers - no outside airing of towels is allowed. Wet/dirty towels shall not be placed on bedding.
11. All clothes shall be laundered as frequently as possible. Wearing dirty clothes consecutive days is not allowed. This includes exercise wear.

A signed policy form will remain on file for any recruit staying in the PFA Dormitory.

Dear FRFC Academy Recruit,

On behalf of the 2022-2 Academy Staff, we want to welcome you to the upcoming academy. The first day is Monday, August 22nd, at the Loveland Fire Rescue Authority Training Center in Loveland. While you'll receive more details from your home agency, there are several important aspects of the academy that you should be prepared for. Some of which involve pre-academy course work.

Certifications:

The FRFC Academy requires that you provide copies of the following certifications prior to the start of the Spring Academy:

- ICS 100, 200 & 700

If you have not previously completed these ICS courses, instructions on how to do so are included as an attachment to this letter.

As part of your academy, you will be participating in an instructor lead Wildland Training Field Day that will qualify you for a Wildland Qualification Card (Red Card). Prior to **October 5th, 2022**, each recruit will be expected to provide a certificate of completion of the following courses:

- S-130 – Firefighter Training
- S-190 – Introduction to Wildland Fire Behavior

If you have not previously completed an S-130/S-190 course, you must do so prior to **October 5th**. The course work for these classes can be completed on-line. Instructions on how to do so are also included as an attachment to this letter.

The FRFC Fire Academy is designed to qualify each recruit to test for the following State of Colorado certifications:

- Hazardous Materials Operations
- Firefighter I & Firefighter II

The Academy Staff will begin processing the necessary paperwork with the State of Colorado on your behalf depending on your current certification level.

If you hold any of these certifications, please provide a copy to your Training Officer.

Fitness:

The academy is an intensely physical experience requiring strength, endurance, and flexibility. You should be prepared for this on the first day of the academy. There will be fitness training almost every day tailored to the academy activities. Additionally, there will be several fitness assessments. You most likely recently passed the CPAT, and you should arrive at the academy with at least the level of fitness you had when you took the CPAT. Do not underestimate the physical rigors of the academy. You should be training now.... Additional information related to the fitness requirements are provided below.

Academic:

Our academy is approximately 80% skill training and 20% academic. While there will be some lecture sessions, you will be responsible for acquiring the academic knowledge primarily from the study materials issued to you at the start of the academy. Your success will be dependent upon your commitment to preparing for classes and exams. There will be a written exam each week and you will be expected to attain at least a score of 80%.

Travel:

Our academy utilizes the training facilities of most of our member agencies from Boulder & Longmont in the south, to Greeley & Cheyenne in the north. This will give you an unparalleled opportunity to experience the unique training environments offered at each site. The disadvantage is that this requires a significant amount of travel. During the first week of the academy, you may wish to coordinate with fellow recruits on carpooling and possibly lodging near the sites that require the most travel.

Finally, you will be issued study materials in the very near future. One item being issued to you will be a book titled "The Hard Hat." It is recommended that you read this book prior to the start of the Academy, or as soon as you have received it.

On behalf of the entire Front Range Fire Consortium, we wish you the best and we are looking forward to seeing you on August 22nd.

2022-2 FRFC Academy Staff

Academy Operations Chief Eric Klaas, eric.klaas@lfta.org, (970) 218-3942
Academy Administrative Chief Jeramie Greer, jgreer@wsfr.us, (303) 810-8149

Attachments: Fitness Expectations Letter
 ICS & S-130/S-190 Certification Information

FRFC Academy Fitness Expectations Letter

The intent of this letter is to outline fitness expectations, as well as evaluation procedures for the Recruit Fire Academy. Using normative data from a general population, we expect every Recruit to perform above average. Variances will occur, but personal growth will be achieved after a baseline is revealed.

During the Academy Peer Fitness Trainers will conduct Benchmark fitness evaluations in each of the following areas:

Body Composition – The National Institute of Health recommends that a healthy adult male's body should have between 8% and 17% fat and a female should have between 10% and 21%. Levels significantly above these amounts may indicate excess body fat. Your body composition can directly affect your personal performance in activities of daily living as well as on the job. Certain body composition levels are strong indicators pointing to your risk level of certain physical diseases. Excess body fat can lead to heart disease, hypertension, and a myriad of other health problems.

Pre-Academy Goal – Body Fat < 20% - Follow healthy nutritional guidelines and begin to prepare your eating habits to mirror an Academy schedule, eating multiple small meals (5) throughout the day.

Aerobic Capacity - The arduous and unpredictable physical demands of typical firefighting tasks require extraordinarily high levels of all physical fitness components, and any work task or exercise that is sustained continuously for more than a few minutes relies on the body's ability to provide oxygen to the working muscles to continue the task. Simulated field studies have demonstrated that the most arduous firefighting tasks can require over *12 METS or 42 ml O₂/kg/min. for sustained periods of time*. In other words, a firefighter must have the ability to increase and maintain energy expenditure twelve times greater than their resting level just to meet the physical demands of the task.

Pre-Academy Goal –Sustain training in a range of 60-85% of Max HR 3 times a week to improve cardiovascular fitness levels. During the first few weeks of the Academy, recruits should be expected to run between 1 and 3 miles without stopping.

Muscular Strength - Low levels of muscular strength are a large contributor to the high incidence of sprains, strains and back injuries among firefighters. The demands of firefighting require above average strength. Job analysis shows that the weight of equipment used by a single firefighter on the job is more than 100 lbs. Your grip, arm, and leg strength will all be evaluated.

Pre-Academy Goal –Train in an environment in which correct posture and body control can take place. Functional resistance training with load can occur after proper technique is understood. If you have questions on technique or are

unfamiliar with a complete strength-training program, contact a Peer Fitness Trainer within your agency.

Muscular Endurance - Low levels of muscular endurance precipitate many preventable injuries. Abdominal muscles stabilize the torso and support the lower back during exertion. A paced push-up test as well as a static plank will be used in evaluation.

Pre-Academy Goal - 45 Push-ups within 2 min. / Sustain a Body Plank for 2 min.

Flexibility - When a joint lacks flexibility, that specific joint is unable to move through full range of motion. Once this occurs, other surrounding joints must compensate to perform essential tasks- this compromise can lead to injuries. By increasing joint range of motion, performance may be enhanced, and the risk of injury reduced.

Pre-Academy Goal –Perform a dynamic stretch for warm-up & a static stretch during cool down.

FRFC has dedicated PFT's who continue to refine the fitness templates and program design. The mission of the Academy fitness program is to improve fire fighter health, wellness, fitness, safety and performance through these four areas:

- Nutrition
- Form and Function
- Foundation Building; and,
- Work Capacity Development.

Although the daily physical fitness demands will challenge you, it is important to see the bigger picture. Adopting a personal lifestyle where health and wellness is top priority will help ensure a long and successful career.

FRFC Academy
ICS & S-130/S-190 Certification Information

ICS Certification Information:

There are three pre-academy courses related to the Incident Command System that need to be completed prior to **Monday, August 22, 2022**. In order to do so, you must register with FEMA and set up a Student Identification (SID) Number by going to this web link: <https://cdp.dhs.gov/femasid>.

Once you have completed this step you can register for each of the classes listed below.

- [IS-100.b - \(ICS 100\) Introduction to Incident Command System](#)
- [IS-200.b \(ICS 200\) ICS for Single Resources and Initial Action Incidents](#)
- [IS-700.a National Incident Management System \(NIMS\), An Introduction](#)

If the links above do not work, you can access the FEMA Training website by clicking on or copying this link: <https://training.fema.gov/nims/>

NOTE - ICS 100 and ICS 200 UPDATES

According to FEMA, and the Emergency Management Institute, IS-100.b is an updated version of the IS-100.a course and IS-200.b is an updated version of the IS-200.a course. For credentialing purposes, the courses are equivalent.

S-130/S-190 Certification Information

For those recruits who do not have a current S-130/S-190 certificate, you will need to use your FEMA SID Number to access an online training module for each course. **These self-study courses must be completed no later than Wednesday, October 5, 2022.**

You can access these courses through the link provided below:

<https://onlinetraining.nwccg.gov/>

Estimated number of hours for completion: *(Please plan accordingly)*

S-130 – 22 hours & S-190 – 8 hours

By completing these online courses, you will be qualified to participate in the required instructor led field day at the FRFC Academy.

**** Recruits should print the certificates of completion for each course when completed and provide a copy to their respective Training Officer.**

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Front Range Fire Consortium

Monthly Financial Report

Monthly Financial Report – November 2022

Attached are the following for your information and review:

1. Balance Sheet as of November 30, 2022.
2. Summary of reconciled cash balances on November 30, 2022.
3. Income Statement of Revenues and Expenditures for Fiscal Year 2022 to Date, including budget to actual and year-to-date balances.
4. Income Statement Detail for Fiscal Year 2022 to date
5. Fiscal Year 2022 to Date Check Detail Report.
6. 12-Month Cash Flow.

Key points:

- Total Revenue Fiscal Year to Date is \$679,856, which is 87.05% of budget.
 - FY 2022 Membership Revenue of \$100,000.
 - Academy Revenue is \$558,600, includes \$188,100 for Spring 2022 Academy and \$370,500 for Fall 2022 Academy (invoices went out 12/13).
 - Professional Development is \$17,075, which is 38.81% of budgeted revenue.
 - Miscellaneous Revenue is \$4,181 for the sale of surplus academy material to PFA.
- Total Expenses Fiscal Year to Date are \$688,187, which is 91.3% of budget.
 - Total Admin expenses are \$75,672, which is 74.92% of budget.
 - Total Academy expenses are \$584,099, which is 90.73% of budget, this includes 22-2 leased resource costs of \$258,841.
 - Major Equipment expenses are \$28,416, which is over budget by \$19,416 due to increase in capital needs driven by moving from PFA.

Please contact the Finance Director for any questions or concerns regarding this report.

Front Range Fire Consortium

Balance Sheet

As of November 30, 2022

	TOTAL		
	AS OF NOV 30, 2022	AS OF NOV 30, 2021 (PY)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000.01 Bank of Colorado	265,238.04	203,990.48	61,247.56
1072 Bill.com Money Out Clearing	0.00		0.00
Total Bank Accounts	\$265,238.04	\$203,990.48	\$61,247.56
Accounts Receivable			
11000 Accounts Receivable	114,044.00	1,500.00	112,544.00
Total Accounts Receivable	\$114,044.00	\$1,500.00	\$112,544.00
Other Current Assets			
1200 Accrued Academy A/R	0.00		0.00
12000 Undeposited Funds	0.00	0.00	0.00
Total Other Current Assets	\$0.00	\$0.00	\$0.00
Total Current Assets	\$379,282.04	\$205,490.48	\$173,791.56
TOTAL ASSETS	\$379,282.04	\$205,490.48	\$173,791.56
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 Accounts Payable	3,185.00	5,007.87	-1,822.87
Total Accounts Payable	\$3,185.00	\$5,007.87	\$ -1,822.87
Credit Cards			
21000 Bank of Colorado CC	8,072.01		8,072.01
Total Credit Cards	\$8,072.01	\$0.00	\$8,072.01
Other Current Liabilities			
2200 Accrued Leased Resource Liability	13,853.02		13,853.02
Total Other Current Liabilities	\$13,853.02	\$0.00	\$13,853.02
Total Current Liabilities	\$25,110.03	\$5,007.87	\$20,102.16
Total Liabilities	\$25,110.03	\$5,007.87	\$20,102.16
Equity			
32000 Unrestricted Net Assets	362,503.34	176,508.63	185,994.71
Net Income	-8,331.33	23,973.98	-32,305.31
Total Equity	\$354,172.01	\$200,482.61	\$153,689.40
TOTAL LIABILITIES AND EQUITY	\$379,282.04	\$205,490.48	\$173,791.56

Front Range Fire Consortium
Summary of Reconciled Cash Balances
 Period Ending 11/30/2022

	Bank of Colorado DS 11/30/2022
Beginning Balance	<u>278,519.33</u>
Cleared Transactions	
Checks and Payments	(15,081.29)
Deposits and Credits	1,800.00
Total Cleared Transactions	<u>(13,281.29)</u>
Cleared Balance	<u><u>265,238.04</u></u>
Uncleared Transactions	
Checks and Payments	-
Deposits and Credits	-
Total Uncleared Transactions	<u>-</u>
Register Balance as of 11/30/2022	<u><u>265,238.04</u></u>

Front Range Fire Consortium

Budget vs. Actuals: FY_2022 - FY22 P&L

January - November, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
10.5000 Revenue				
0100.00 Membership Dues	100,000.00	110,000.00	-10,000.00	90.91 %
0200.00 Academy Payments	558,600.00	627,000.00	-68,400.00	89.09 %
0200.50 Misc Revenue	4,181.00		4,181.00	
0300.00 Professional Development	17,075.00	44,000.00	-26,925.00	38.81 %
Total 10.5000 Revenue	679,856.00	781,000.00	-101,144.00	87.05 %
Total Income	\$679,856.00	\$781,000.00	\$ -101,144.00	87.05 %
GROSS PROFIT	\$679,856.00	\$781,000.00	\$ -101,144.00	87.05 %
Expenses				
10.6000 Expenses				
0400.00 Admin		100.00	-100.00	
0400.01 Executive Administrator	10,595.00	35,000.00	-24,405.00	30.27 %
0400.02 Legal	8,193.75	2,500.00	5,693.75	327.75 %
0400.03 Insurance	1,702.00	100.00	1,602.00	1,702.00 %
0400.04 Audit/Finance	12,852.31	15,000.00	-2,147.69	85.68 %
0400.05 Leased Resources	15,292.20	1,000.00	14,292.20	1,529.22 %
0400.07 Office Supplies/Equipment	125.99	1,200.00	-1,074.01	10.50 %
0400.08 Miscellaneous	416.23	100.00	316.23	416.23 %
0400.09 Board Support	152.76		152.76	
0400.10 Web Service	2,173.88	1,000.00	1,173.88	217.39 %
0400.11 Seminar Expenses	8,231.11	1,000.00	7,231.11	823.11 %
0400.14 Professional Development Expense	15,937.00	44,000.00	-28,063.00	36.22 %
Total 0400.00 Admin	75,672.23	101,000.00	-25,327.77	74.92 %
0500.00 Academy Expenses				
0500.01 Printing	1,865.66	500.00	1,365.66	373.13 %
0500.02 Books	8,002.81	9,000.00	-997.19	88.92 %
0500.03 Extinguishers	374.00	700.00	-326.00	53.43 %
0500.04 Rental	855.34	2,000.00	-1,144.66	42.77 %
0500.05 Building Materials	12,436.84	18,000.00	-5,563.16	69.09 %
0500.07 Recruit Clothing	9,221.84	10,000.00	-778.16	92.22 %
0500.08 Instructor Clothing	1,047.74	1,000.00	47.74	104.77 %
0500.09 Fuel	168.24	500.00	-331.76	33.65 %
0500.11 Food/Water	2,530.40	7,500.00	-4,969.60	33.74 %
0500.12 Propane	1,420.43	800.00	620.43	177.55 %
0500.13 Awards	21.60	600.00	-578.40	3.60 %
0500.14 Equipment Repair	1,273.78	2,800.00	-1,526.22	45.49 %
0500.15 Webbing		350.00	-350.00	
0500.16 Hand Tools		900.00	-900.00	
0500.18 Admin/Logistics Coordinator	5,460.00	20,000.00	-14,540.00	27.30 %
0500.19 Insurance	18,209.72	12,000.00	6,209.72	151.75 %
0500.20 Instructor Lodging		800.00	-800.00	

Front Range Fire Consortium

Budget vs. Actuals: FY_2022 - FY22 P&L

January - November, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
0500.21 Office Supplies	3,001.38	500.00	2,501.38	600.28 %
0500.22 Miscellaneous	5,467.40	5,000.00	467.40	109.35 %
0500.23 Testing Equip/Software/Test Bnk	3,490.00	800.00	2,690.00	436.25 %
0500.24 Leased Resources	507,508.23	550,000.00	-42,491.77	92.27 %
0500.26 Graduation Expense	1,743.86		1,743.86	
Total 0500.00 Academy Expenses	584,099.27	643,750.00	-59,650.73	90.73 %
0550.00 Major Academy Equipment				
0550.01 Major Academy Equipment	12,494.40		12,494.40	
0550.02 Exercise Equipment	2,000.00	2,000.00	0.00	100.00 %
0550.03 Radio		7,000.00	-7,000.00	
0550.04 Move Expenses	13,921.43		13,921.43	
Total 0550.00 Major Academy Equipment	28,415.83	9,000.00	19,415.83	315.73 %
Total 10.6000 Expenses	688,187.33	753,750.00	-65,562.67	91.30 %
Total Expenses	\$688,187.33	\$753,750.00	\$ -65,562.67	91.30 %
NET OPERATING INCOME	\$ -8,331.33	\$27,250.00	\$ -35,581.33	-30.57 %
NET INCOME	\$ -8,331.33	\$27,250.00	\$ -35,581.33	-30.57 %

Front Range Fire Consortium

Profit and Loss

January - November, 2022

	TOTAL		
	JAN - NOV, 2022	JAN - NOV, 2021 (PY)	CHANGE
Income			
10.5000 Revenue		0.00	0.00
0100.00 Membership Dues	100,000.00	110,000.00	-10,000.00
0200.00 Academy Payments	558,600.00	289,702.51	268,897.49
0200.50 Misc Revenue	4,181.00		4,181.00
0300.00 Professional Development	17,075.00	19,550.00	-2,475.00
Total 10.5000 Revenue	679,856.00	419,252.51	260,603.49
Total Income	\$679,856.00	\$419,252.51	\$260,603.49
GROSS PROFIT	\$679,856.00	\$419,252.51	\$260,603.49
Expenses			
10.6000 Expenses			
0400.00 Admin			
0400.01 Executive Administrator	10,595.00	23,814.00	-13,219.00
0400.02 Legal	8,193.75	620.00	7,573.75
0400.03 Insurance	1,702.00	0.00	1,702.00
0400.04 Audit/Finance	12,852.31	2,500.00	10,352.31
0400.05 Leased Resources	15,292.20	7,075.36	8,216.84
0400.07 Office Supplies/Equipment	125.99	56.48	69.51
0400.08 Miscellaneous	416.23		416.23
0400.09 Board Support	152.76	62.04	90.72
0400.10 Web Service	2,173.88	1,540.27	633.61
0400.11 Seminar Expenses	8,231.11		8,231.11
0400.14 Professional Development Expense	15,937.00	15,351.86	585.14
0400.15 Admin/Logistics Coordinator		4,765.50	-4,765.50
Total 0400.00 Admin	75,672.23	55,785.51	19,886.72
0500.00 Academy Expenses			
0500.01 Printing	1,865.66	265.57	1,600.09
0500.02 Books	8,002.81	8,898.90	-896.09
0500.03 Extinguishers	374.00	738.25	-364.25
0500.04 Rental	855.34	806.62	48.72
0500.05 Building Materials	12,436.84	17,592.89	-5,156.05
0500.07 Recruit Clothing	9,221.84	12,731.85	-3,510.01
0500.08 Instructor Clothing	1,047.74	53.82	993.92
0500.09 Fuel	168.24	308.40	-140.16
0500.11 Food/Water	2,530.40	5,129.22	-2,598.82
0500.12 Propane	1,420.43		1,420.43
0500.13 Awards	21.60	525.66	-504.06
0500.14 Equipment Repair	1,273.78	218.01	1,055.77
0500.18 Admin/Logistics Coordinator	5,460.00	21,073.50	-15,613.50
0500.19 Insurance	18,209.72	1,884.52	16,325.20
0500.21 Office Supplies	3,001.38	383.96	2,617.42
0500.22 Miscellaneous	5,467.40	5,141.62	325.78

Front Range Fire Consortium

Profit and Loss

January - November, 2022

	TOTAL		
	JAN - NOV, 2022	JAN - NOV, 2021 (PY)	CHANGE
0500.23 Testing Equip/Software/Test Bnk	3,490.00	1,802.00	1,688.00
0500.24 Leased Resources	507,508.23	252,385.86	255,122.37
0500.26 Graduation Expense	1,743.86		1,743.86
Total 0500.00 Academy Expenses	584,099.27	329,940.65	254,158.62
0550.00 Major Academy Equipment			
0550.01 Major Academy Equipment	12,494.40	434.19	12,060.21
0550.02 Exercise Equipment	2,000.00	8,818.18	-6,818.18
0550.03 Radio		300.00	-300.00
0550.04 Move Expenses	13,921.43		13,921.43
Total 0550.00 Major Academy Equipment	28,415.83	9,552.37	18,863.46
Total 10.6000 Expenses	688,187.33	395,278.53	292,908.80
Total Expenses	\$688,187.33	\$395,278.53	\$292,908.80
NET OPERATING INCOME	\$ -8,331.33	\$23,973.98	\$ -32,305.31
NET INCOME	\$ -8,331.33	\$23,973.98	\$ -32,305.31

Front Range Fire Consortium

Profit and Loss Detail January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
Ordinary Income/Expenses						
Income						
10.5000 Revenue						
0100.00 Membership Dues						
02/08/2022	Invoice	181	Platte Valley Fire Protection District	2022 Annual Membership Dues	10,000.00	10,000.00
02/08/2022	Invoice	179	Loveland Fire Rescue	2022 Annual Membership Dues	10,000.00	20,000.00
02/08/2022	Invoice	182	Poudre Fire Authority	2022 Annual Membership Dues	10,000.00	30,000.00
02/08/2022	Invoice	178	Longmont Fire Department	2022 Annual Membership Dues	10,000.00	40,000.00
02/08/2022	Invoice	180	Mountain View Fire Protection District	2022 Annual Membership Dues	10,000.00	50,000.00
02/08/2022	Invoice	183	Wellington Fire Protection District	2022 Annual Membership Dues	10,000.00	60,000.00
02/08/2022	Invoice	177	Greeley Fire Department	2022 Annual Membership Dues	10,000.00	70,000.00
02/08/2022	Invoice	175	Boulder Fire Rescue	2022 Annual Membership Dues	10,000.00	80,000.00
02/08/2022	Invoice	176	Front Range Fire Rescue	2022 Annual Membership Dues	10,000.00	90,000.00
02/08/2022	Invoice	184	Windsor Severance Fire Rescue	2022 Annual Membership Dues	10,000.00	100,000.00
Total for 0100.00 Membership Dues					\$100,000.00	
0200.00 Academy Payments						
04/28/2022	Invoice	194	Cheyenne Fire & Rescue	Recruit FF Daniel Tinetti FRFC 2022 Spring	14,250.00	14,250.00
04/28/2022	Invoice	194	Cheyenne Fire & Rescue	Recruit FF Rowdy Fichtner FRFC 2022 Spring	14,250.00	28,500.00
06/10/2022	Invoice	174	Cheyenne Fire & Rescue	Spring 2022 Academy Recruits 10% Surcharge: Rowdy Fichtner and Daniel Tinetti	2,850.00	31,350.00
06/15/2022	Bill	2022-01	Greeley_Fire_Department	Academy recruits (2 x \$14,250)	28,500.00	59,850.00
06/15/2022	Invoice	205	Windsor Severance Fire Rescue	Spring 2022 Academy - 1 recruit	14,250.00	74,100.00
06/15/2022	Bill	2022-01	Poudre_Fire_Authority	8 Academy Recruits (8 * \$14,250)	114,000.00	188,100.00
08/26/2022	Journal Entry	27		To accrue 26 recruits for 2022-2 Academy	370,500.00	558,600.00
09/01/2022	Journal Entry	27R		To accrue 26 recruits for 2022-2 Academy	-370,500.00	188,100.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - M. Benti	14,250.00	202,350.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - A. Gonzales	14,250.00	216,600.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - J. Burks	14,250.00	230,850.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - S. Marlow	14,250.00	245,100.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - M. Lytle	14,250.00	259,350.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - P. Tanger	14,250.00	273,600.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - R. Nichols	14,250.00	287,850.00
11/30/2022	Invoice	209	Front Range Fire Rescue	2022-2 Fall Academy Recruit - E. Kershaw	14,250.00	302,100.00
11/30/2022	Invoice	209	Front Range Fire Rescue	2022-2 Fall Academy Recruit - J. Villa	14,250.00	316,350.00
11/30/2022	Invoice	209	Front Range Fire Rescue	2022-2 Fall Academy Recruit - C. Ingram	14,250.00	330,600.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - W. Doermann	14,250.00	344,850.00
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Recruit - D. Irwin	14,250.00	359,100.00
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Recruit - A. Ohlin	14,250.00	373,350.00
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Recruit - A. Ohlin	14,250.00	387,600.00
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Recruit - M. Cooper	14,250.00	401,850.00
11/30/2022	Invoice	211	Longmont Fire Department	2022-2 Fall Academy Recruit - N. Henry	14,250.00	416,100.00
11/30/2022	Invoice	211	Longmont Fire Department	2022-2 Fall Academy Recruit - A. Frank	14,250.00	430,350.00
11/30/2022	Invoice	211	Longmont Fire Department	2022-2 Fall Academy Recruit - A. Diaz	14,250.00	444,600.00

Front Range Fire Consortium

Profit and Loss Detail January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
11/30/2022	Invoice	213	Platte Valley Fire Protection District	2022-2 Fall Academy Recruit - G. McCoy	14,250.00	458,850.00
11/30/2022	Invoice	210	Greeley Fire Department	2022-2 Fall Academy Recruit - C. Pebley	14,250.00	473,100.00
11/30/2022	Invoice	210	Greeley Fire Department	2022-2 Fall Academy Recruit - J. Weber	14,250.00	487,350.00
11/30/2022	Invoice	210	Greeley Fire Department	2022-2 Fall Academy Recruit - T. Dilley	14,250.00	501,600.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - N. Anderson	14,250.00	515,850.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - C. Whigham	14,250.00	530,100.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - B. Anderson	14,250.00	544,350.00
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Recruit - D. Lofts	14,250.00	558,600.00
Total for 0200.00 Academy Payments					\$558,600.00	
0200.50 Misc Revenue						
06/15/2022	Bill	2022-01	Poudre_Fire_Authority	Purchase of leftover OSB from Spring Academy	4,181.00	4,181.00
Total for 0200.50 Misc Revenue					\$4,181.00	
0300.00 Professional Development						
04/05/2022	Invoice	185	Poudre Fire Authority	Envision Leadership Spring Tuition	7,000.00	7,000.00
04/05/2022	Invoice	192	Evans Fire Protection District	Envision Leadership Spring Tuition	1,100.00	8,100.00
04/05/2022	Invoice	191	Galeton Fire Protection District	Envision Leadership Spring Tuition	275.00	8,375.00
04/05/2022	Invoice	191	Galeton Fire Protection District	Envision Leadership Spring Tuition	1,100.00	9,475.00
04/05/2022	Invoice	186	Greeley Fire Department	Envision Leadership Spring Tuition	3,000.00	12,475.00
04/05/2022	Invoice	190	Platte Valley Fire Protection District	Envision Leadership Spring Tuition	500.00	12,975.00
04/05/2022	Invoice	189	Front Range Fire Rescue	Envision Leadership Spring Tuition	500.00	13,475.00
04/05/2022	Invoice	188	Windsor Severance Fire Rescue	Envision Leadership Spring Tuition	250.00	13,725.00
04/05/2022	Invoice	188	Windsor Severance Fire Rescue	Envision Leadership Spring Tuition	500.00	14,225.00
04/05/2022	Invoice	187	Loveland Fire Rescue	Envision Leadership Spring Tuition	1,500.00	15,725.00
04/05/2022	Invoice	185	Poudre Fire Authority	Envision Leadership Spring Tuition	250.00	15,975.00
04/05/2022	Invoice	193	Laramie County Fire Protection District #2	Envision Leadership Spring Tuition	1,100.00	17,075.00
Total for 0300.00 Professional Development					\$17,075.00	
Total for 10.5000 Revenue					\$679,856.00	
Total for Income					\$679,856.00	
Expenses						
10.6000 Expenses						
0400.00 Admin						
0400.01 Executive Administrator						
01/31/2022	Bill	01/31/2022	Warren D. Jones	Executive chief hours	487.50	487.50
03/01/2022	Bill	03/01/2022	Warren D. Jones	Executive chief hours	910.00	1,397.50
04/04/2022	Bill	04/04/2022	Warren D. Jones	Executive chief hours	1,820.00	3,217.50
05/03/2022	Bill	05/03/2022	Warren D. Jones	Executive chief hours at 42 hours total	2,730.00	5,947.50
06/10/2022	Bill	06/10/2022	Warren D. Jones	Executive chief hours at 11 hours total	715.00	6,662.50
06/21/2022	Bill	06/10/2023	Warren D. Jones	Executive chief hours at 27.5 hours total	1,787.50	8,450.00
06/21/2022	Bill	06/10/2024	Warren D. Jones	Executive chief hours at 33 hours total	2,145.00	10,595.00
Total for 0400.01 Executive Administrator					\$10,595.00	
0400.02 Legal						
06/07/2022	Bill	138861	Ireland Stapleton Pryor & Pascoe, PC	Bill #138861, 13327: Non-Retainer Matters	2,120.00	2,120.00

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
07/01/2022	Bill	139479	Ireland Stapleton Pryor & Pascoe, PC	Legal fees for Non-Retainer Matters to discuss insurance coverage of FRFC, Facility Use agreement with Forge Campus and review correspondence regarding LFRA handling Fall Academy	227.50	2,347.50
09/01/2022	Bill	140861	Ireland Stapleton Pryor & Pascoe, PC	Legal fees for Non-Retainer Matters FRFC Establishing IGA	3,542.50	5,890.00
10/12/2022	Bill	141519	Ireland Stapleton Pryor & Pascoe, PC	Legal fees for Non-Retainer Matters IGA for Business Support Services	1,458.75	7,348.75
11/01/2022	Bill	142264	Ireland Stapleton Pryor & Pascoe, PC	Legal fees for Non-Retainer Matters Budget Documentation	845.00	8,193.75
Total for 0400.02 Legal					\$8,193.75	
0400.03 Insurance						
02/14/2022	Bill	48382129	McNeil & Company, Inc.	Renewal	750.00	750.00
02/14/2022	Bill	48382129	McNeil & Company, Inc.	TRIA	3.00	753.00
02/14/2022	Bill	48381129	McNeil & Company, Inc.	TRIA	23.00	776.00
02/14/2022	Bill	48381129	McNeil & Company, Inc.	Renewal	926.00	1,702.00
Total for 0400.03 Insurance					\$1,702.00	
0400.04 Audit/Finance						
01/04/2022	Bill	89374	The James Vincent Group	3rd quarter financial consulting services	750.00	750.00
01/04/2022	Bill	89374	The James Vincent Group	4th quarter financial consulting services	750.00	1,500.00
03/08/2022	Expense	22032687119	bill.com	bill.com Monthly processing fees	108.95	1,608.95
04/06/2022	Check	EFT	bill.com	March 2022 Bill.com Subscription Fees	97.82	1,706.77
04/15/2022	Bill	89518	The James Vincent Group	1st quarter financial consulting services	750.00	2,456.77
05/06/2022	Check		bill.com	March 2022 Bill.com Subscription Fees	96.62	2,553.39
06/01/2022	Bill	8601_05.22	Bank of Colorado	Intuit QBs	80.00	2,633.39
06/01/2022	Bill	8601_05.22	Bank of Colorado	Intuit QBs	80.00	2,713.39
06/01/2022	Bill	8601_05.22	Bank of Colorado	Late Fees	25.00	2,738.39
06/01/2022	Bill	89635	The James Vincent Group	Financial consulting services and Additional Finance Director Services	2,000.00	4,738.39
06/01/2022	Bill	8601_05.22	Bank of Colorado	Finance Charges	12.96	4,751.35
06/07/2022	Check	EFT	bill.com	Bill.com Monthly Billing	95.42	4,846.77
07/01/2022	Credit Card Credit		Bank of Colorado	Reversal of Interest and Late fees from prior period	-25.00	4,821.77
07/01/2022	Bill	89676	The James Vincent Group	Finance Director Services	1,500.00	6,321.77
07/01/2022	Credit Card Credit		Bank of Colorado	Reversal of Interest and Late fees from prior period	-26.44	6,295.33
07/06/2022	Check	EFT	bill.com	Bill.com Monthly Billing	92.25	6,387.58
08/01/2022	Bill	89708	The James Vincent Group	Finance Director Services	1,500.00	7,887.58
08/08/2022	Check	EFT	bill.com	Bill.com Monthly Billing	106.55	7,994.13
09/07/2022	Check	EFT	bill.com	Bill.com Monthly Billing	106.06	8,100.19
09/10/2022	Bill	89733	The James Vincent Group	Finance Director Services	1,500.00	9,600.19
10/01/2022	Bill	89769	The James Vincent Group	Finance Director Services	1,500.00	11,100.19
10/07/2022	Check	EFT	bill.com	Bill.com Monthly Billing	131.06	11,231.25
11/01/2022	Bill	89831	The James Vincent Group	Finance Director Services	1,500.00	12,731.25
11/08/2022	Check	EFT	bill.com	Bill.com Monthly Billing	121.06	12,852.31
Total for 0400.04 Audit/Finance					\$12,852.31	
0400.05 Leased Resources						
03/31/2022	Bill	03/31/2022	Front Range Fire Rescue Fire Protection District	Q1 administrative support: Cindy Heesemann	386.88	386.88
06/14/2022	Bill	06/14/2022	Front Range Fire Rescue Fire Protection District	Q2 Administrative Support for 19 hours for Admin: Cindy Heesemann	588.05	974.93

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
09/09/2022	Journal Entry	24		To accrue C. Kozak	2,530.93	3,505.86
09/16/2022	Journal Entry	26		To accrue C. Kozak	1,065.65	4,571.51
10/10/2022	Bill	10/10/2022	Front Range Fire Rescue Fire Protection District	Q3 Administrative Support for 15 hours for Admin: Cindy Heesemann	464.25	5,035.76
10/28/2022	Journal Entry	36		C. Kozak 10/28 leased resource costs	1,065.60	6,101.36
10/28/2022	Journal Entry	33		To accrue C. Kozak	4,928.44	11,029.80
11/30/2022	Journal Entry	42		C. Kozak November 2022 leased resource costs	4,262.40	15,292.20
Total for 0400.05 Leased Resources					\$15,292.20	
0400.07 Office Supplies/Equipment						
08/18/2022	Expense	8041	Office Depot		30.19	30.19
08/18/2022	Expense	8074	Walmart	Batteries	95.80	125.99
Total for 0400.07 Office Supplies/Equipment					\$125.99	
0400.08 Miscellaneous						
07/01/2022	Credit Card Credit		Bank of Colorado	Adjustment from prior period credit card	13.48	13.48
10/01/2022	Credit Card Expense	FINCHRG			253.29	266.77
11/01/2022	Credit Card Expense	FINCHRG			149.46	416.23
Total for 0400.08 Miscellaneous					\$416.23	
0400.09 Board Support						
11/17/2022	Expense	8041	Prairie Mountain Media	Notice Posting for Budget Meeting	34.80	34.80
11/17/2022	Expense	8041	Prairie Mountain Media	Notice Posting for Budget Meeting	52.80	87.60
11/17/2022	Expense	8041	Prairie Mountain Media	Notice Posting for Budget Meeting	34.80	122.40
11/17/2022	Expense	8041	Prairie Mountain Media	Notice Posting for Budget Meeting	30.36	152.76
Total for 0400.09 Board Support					\$152.76	
0400.10 Web Service						
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: Docusign	15.00	15.00
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: Google suite	12.00	27.00
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: QuickBooks	80.00	107.00
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: Google workspace	8.30	115.30
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Google Storage	19.99	135.29
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Google Workspace	8.30	143.59
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: QuickBooks	80.00	223.59
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: QuickBooks	80.00	303.59
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Google Suite	12.00	315.59
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Docusign	15.00	330.59
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Patterson: Google suite	12.00	342.59
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Patterson: Docusign	15.00	357.59
04/01/2022	Bill	8601_04.22	Bank_of_Colorado	Patterson: QuickBooks	80.00	437.59
04/01/2022	Bill	8601_04.22	Bank_of_Colorado	Patterson: Google Suite	12.00	449.59
04/01/2022	Bill	8601_04.22	Bank_of_Colorado	Patterson: QuickBooks	80.00	529.59
05/19/2022	Bill	04.2022	Bank of Colorado	Siteground Hosting	199.87	729.46
07/02/2022	Expense	0849_07.02.2022	Intuit.com	Monthly Online Sub	80.00	809.46
07/31/2022	Expense	0849_07.31.2022	Intuit.com	Monthly QB Online Sub	80.00	889.46
08/19/2022	Bill	003- 005110_Aug22	Loveland Pulse	Internet Service 08/15/2022-09/18/2022	304.72	1,194.18
08/31/2022	Expense	0849	Intuit.com	Quickbooks	85.00	1,279.18
09/19/2022	Bill	003- 005110_Sept22	Loveland Pulse	Internet Service 09/19/2022-10/18/2022	269.90	1,549.08
10/01/2022	Expense	0849	QuickBooks Online	Monthly service fees	85.00	1,634.08

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
10/19/2022	Bill	003-005110_Oct22	Loveland Pulse	Internet Service 10/19/2022-11/18/2022	269.90	1,903.98
11/21/2022	Bill	003-005110_Nov22	Loveland Pulse	Internet Service 11/19/2022-12/18/2022	269.90	2,173.88
Total for 0400.10 Web Service					\$2,173.88	
0400.11 Seminar Expenses						
02/10/2022	Bill	021022-1	Anderson Leadership Solutions	Becoming a Firefighter Character Workshop (2-day class)	6,500.00	6,500.00
04/19/2022	Bill	041922-1	Anderson Leadership Solutions	Becoming a Firefighter Character Workshop (2-day class) for 10 FFs, FRFC Leadership Training at 130 per person	1,300.00	7,800.00
05/18/2022	Bill	05_2022	Windsor Severance Fire Protection District	Expenses paid for leadership seminar: Becoming a Firefighter of Charter by David Anderson	431.11	8,231.11
Total for 0400.11 Seminar Expenses					\$8,231.11	
0400.14 Professional Development Expense						
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Mirowski: Qdoba-catered lunch	137.25	137.25
01/10/2022	Bill	01/10/2022	Poudre_Fire_Authority	Envision Leadership copies	258.00	395.25
01/14/2022	Bill	221969046-1	Poudre_Fire_Authority	Envision Leadership binders	170.90	566.15
01/31/2022	Bill	01/31/2022	Randy Mirowski	January 2022 Reimbursable Hours	1,600.00	2,166.15
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Mirowski: Staples	178.36	2,344.51
02/02/2022	Bill	2022-FRFC-0202	Poudre_Fire_Authority	Envision Leadership copies	527.70	2,872.21
02/28/2022	Bill	02/28/2022	Randy Mirowski	February 2022 Reimbursable Hours	2,900.00	5,772.21
03/31/2022	Bill	03/31/2022	Randy Mirowski	March 2022 Reimbursable Hours	3,350.00	9,122.21
04/30/2022	Bill	04_2022	Windsor Severance Fire Protection District	Chief Kazian Teaching two classes for the leadership encounter - 10 hours	556.70	9,678.91
04/30/2022	Bill	04/30/2022	Randy Mirowski	April 2022 Reimbursable Hours	3,250.00	12,928.91
04/30/2022	Bill	04_2022	Poudre_Fire_Authority	Captain Kristine Reinking teaching two classes for the leadership encounter	556.70	13,485.61
05/19/2022	Bill	04.2022	Bank of Colorado	Staples	129.90	13,615.51
06/01/2022	Bill	8601_05.22	Bank of Colorado	Qdoba	156.00	13,771.51
06/01/2022	Bill	06/01/2022	Randy Mirowski	May 2022 Professional Development; ENVISION LEADERSHIP-The Leadership Encounter Course (Winter/Spring of 2022) Reimbursable Hours	2,000.00	15,771.51
06/01/2022	Bill	8601_05.22	Bank of Colorado	Walmart	70.23	15,841.74
06/01/2022	Bill	8601_05.22	Bank of Colorado	Staples	95.26	15,937.00
Total for 0400.14 Professional Development Expense					\$15,937.00	
Total for 0400.00 Admin					\$75,672.23	
0500.00 Academy Expenses						
0500.01 Printing						
08/18/2022	Expense	8041	FedEx		440.66	440.66
11/14/2022	Expense		SpeedPro	Banners and Table Throws - Branding FRFC	1,425.00	1,865.66
Total for 0500.01 Printing					\$1,865.66	
0500.02 Books						
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Fire Protection Publications	2,190.60	2,190.60
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Patterson: Amazon-books	145.86	2,336.46
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Dragan: Forestry Suppliers-wildland books	159.16	2,495.62
07/11/2022	Expense	0849_07.11.2022	Amazon		5,156.46	7,652.08
07/17/2022	Expense	0849_07.17.2022	Amazon		350.73	8,002.81
Total for 0500.02 Books					\$8,002.81	
0500.03 Extinguishers						

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
11/02/2022	Expense	8074	Valley Fire Extinguisher	Fire Extinguisher Module	374.00	374.00
Total for 0500.03 Extinguishers					\$374.00	
0500.04 Rental						
06/02/2022	Bill	1001	Poudre_Fire_Authority	Family Day Chairs/Sound System Rental (Best Event Rentals)	410.32	410.32
10/10/2022	Expense	8074	Fire Admin	Connex Boxes rental from LFRA	387.12	797.44
10/24/2022	Expense	8041	Mac Equipment Inc		57.90	855.34
Total for 0500.04 Rental					\$855.34	
0500.05 Building Materials						
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Patterson: Home Depot (purchased by Warren Jones)	8,316.20	8,316.20
09/08/2022	Expense	7704	Home Depot	Ventilation Supplies	3,044.88	11,361.08
09/19/2022	Expense	3552	Murdoch's Ranch & Home	Supplies for Ventilation	82.93	11,444.01
11/04/2022	Expense	8041	Office Depot	Easel Pads	62.59	11,506.60
11/08/2022	Expense	8074	Home Depot	Lumber for Live Fire	930.24	12,436.84
Total for 0500.05 Building Materials					\$12,436.84	
0500.07 Recruit Clothing						
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Dragan: Amazon-masks	124.37	124.37
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: Garretson's-recruit clothing	1,872.10	1,996.47
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: Amazon-masks	299.85	2,296.32
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: Amazon-knee pads	207.87	2,504.19
08/19/2022	Expense	3552	Garretson's Sports		3,271.30	5,775.49
08/23/2022	Expense	8074	Garretson's Sports		3,271.30	9,046.79
09/26/2022	Expense	3552	Garretson's Sports	City of Greeley	175.05	9,221.84
Total for 0500.07 Recruit Clothing					\$9,221.84	
0500.08 Instructor Clothing						
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: Garretson's-instructor clothing	1,047.74	1,047.74
Total for 0500.08 Instructor Clothing					\$1,047.74	
0500.09 Fuel						
05/19/2022	Bill	04.2022	Bank of Colorado	Greely Auto	88.28	88.28
05/19/2022	Bill	04.2022	Bank of Colorado	Jax	79.96	168.24
Total for 0500.09 Fuel					\$168.24	
0500.11 Food/Water						
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: Rocky Mountain Bottled Water	428.89	428.89
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Patterson: The Human Bean-graduation coffee	255.00	683.89
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Dragan: Bindle Coffee-family day coffee, cinnamon rolls	550.00	1,233.89
05/19/2022	Bill	04.2022	Bank of Colorado	Walmart	84.77	1,318.66
06/01/2022	Bill	8601_05.22	Bank of Colorado	Amazon	39.50	1,358.16
06/01/2022	Bill	8601_05.22	Bank of Colorado	Little Caesars	153.63	1,511.79
06/01/2022	Bill	8601_05.22	Bank of Colorado	Little Caesars	58.03	1,569.82
07/01/2022	Bill	3552_07.22	Bank_of_Colorado	Krazy karls	275.61	1,845.43
07/01/2022	Bill	3545_07.22	Bank_of_Colorado	Bindle Coffee	550.00	2,395.43
07/02/2022	Expense	0849_07.02.2022	Roma Restaurant		94.97	2,490.40
10/31/2022	Expense	8074	King Soopers	Academy Safety Survival Module - Soup	40.00	2,530.40
Total for 0500.11 Food/Water					\$2,530.40	
0500.12 Propane						
05/18/2022	Bill	95151	Schrader Propane Co	580 Gallons Propane for FRFC Academy at PFA Training Center	1,420.43	1,420.43
Total for 0500.12 Propane					\$1,420.43	

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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
0500.13 Awards						
06/01/2022	Bill	8601_05.22	Bank of Colorado	Craft Trophy	21.60	21.60
Total for 0500.13 Awards					\$21.60	
0500.14 Equipment Repair						
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: Arvada Rent-Alls-chainsaw repair	28.82	28.82
03/01/2022	Bill	8601_03.22	Bank_of_Colorado	Waidler: O'Reilly Auto Parts-chainsaw repair	29.05	57.87
03/01/2022	Bill	30179972	Poudre_Fire_Authority	Smoke machine repair	723.75	781.62
04/01/2022	Bill	8601_04.22	Bank_of_Colorado	Waidler: Arvada Rent-Alls-chainsaw repair	252.98	1,034.60
09/01/2022	Expense	8074	Mac Equipment Inc	Maintenance	239.18	1,273.78
Total for 0500.14 Equipment Repair					\$1,273.78	
0500.18 Admin/Logistics Coordinator						
01/31/2022	Bill	01/31/2022	Warren D. Jones	Academy chief hours	650.00	650.00
03/01/2022	Bill	03/01/2022	Warren D. Jones	Academy chief hours	552.50	1,202.50
04/04/2022	Bill	04/04/2022	Warren D. Jones	Academy chief hours	747.50	1,950.00
05/03/2022	Bill	05/03/2022	Warren D. Jones	Academy chief hours 11.5 hours total	747.50	2,697.50
06/10/2022	Bill	06/10/2022	Warren D. Jones	Academy chief hours 10 hours total	650.00	3,347.50
06/21/2022	Bill	06/10/2023	Warren D. Jones	Academy chief hours 17.5 hours total	1,137.50	4,485.00
06/21/2022	Bill	06/10/2024	Warren D. Jones	Academy chief hours 15 hours total	975.00	5,460.00
Total for 0500.18 Admin/Logistics Coordinator					\$5,460.00	
0500.19 Insurance						
02/10/2022	Bill	47806129	McNeil & Company, Inc.	TRIA	34.80	34.80
02/10/2022	Bill	47806129	McNeil & Company, Inc.	Endorse	658.42	693.22
02/10/2022	Bill	47768129	McNeil & Company, Inc.	TRIA	44.27	737.49
02/10/2022	Bill	47768129	McNeil & Company, Inc.	Endorse	5,051.01	5,788.50
02/10/2022	Bill	47765129	McNeil & Company, Inc.	Endorse	1,368.87	7,157.37
02/10/2022	Bill	47763129	McNeil & Company, Inc.	TRIA	127.40	7,284.77
02/10/2022	Bill	47765129	McNeil & Company, Inc.	TRIA	116.93	7,401.70
02/10/2022	Bill	47807129	McNeil & Company, Inc.	Endorse	282.90	7,684.60
02/10/2022	Bill	47807129	McNeil & Company, Inc.	TRIA	13.94	7,698.54
02/10/2022	Bill	47810129	McNeil & Company, Inc.	Endorse	578.30	8,276.84
02/10/2022	Bill	47810129	McNeil & Company, Inc.	TRIA	4.90	8,281.74
02/10/2022	Bill	47763129	McNeil & Company, Inc.	Endorse	1,712.98	9,994.72
02/14/2022	Bill	48380129	McNeil & Company, Inc.	Renewal	8,191.00	18,185.72
02/14/2022	Bill	48380129	McNeil & Company, Inc.	TRIA	24.00	18,209.72
Total for 0500.19 Insurance					\$18,209.72	
0500.21 Office Supplies						
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Dragan: Office Depot-academy supplies	51.53	51.53
08/10/2022	Expense	8041	Best Buy		183.28	234.81
08/16/2022	Expense	8074	Home Depot	Cleaning Supplies	346.38	581.19
08/26/2022	Expense	8074	Home Depot	Cleaning Supplies	372.03	953.22
08/28/2022	Expense	8074	Home Depot	Cleaning Supplies	148.86	1,102.08
08/28/2022	Expense	3552	Amazon		32.98	1,135.06
08/29/2022	Expense	3552	Amazon		186.85	1,321.91
08/31/2022	Expense	3552	Amazon	Supplies	146.78	1,468.69
10/03/2022	Expense	3552	IN B & J Locks LLC	Supplies for academy forcible entry module	288.14	1,756.83
10/06/2022	Expense	8074	Action Signs and Banners	Academy Flag and Banners	256.98	2,013.81
10/12/2022	Expense	8074	Home Depot	Supplies Dish Soap for Decon, Tape and N95 Masks	262.11	2,275.92
10/12/2022	Expense	3552	Walmart		102.10	2,378.02
10/23/2022	Expense	8041	Home Depot		403.42	2,781.44
10/24/2022	Expense	8041	Tractor Supply	Nails and Hammer for ventilation Module	42.00	2,823.44

Front Range Fire Consortium

Profit and Loss Detail January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
				academy supplies		
10/27/2022	Expense	8041	Orchards ACE Hardware	Decon Gloves for Academy live fire supplies	177.94	3,001.38
Total for 0500.21 Office Supplies					\$3,001.38	
0500.22 Miscellaneous						
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Dragan: Fox & Robyn Recording-graduation audio	100.00	100.00
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Dragan: United States Postal Service-shipping graduation documents	69.60	169.60
01/01/2022	Bill	8601_01.22	Bank_of_Colorado	Dragan: Leonard's Mail-shipping	207.42	377.02
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Dragan: United States Postal Service-certificate mailing	8.95	385.97
02/01/2022	Bill	8601_02.22	Bank_of_Colorado	Dragan: Action Signs & Banners-academy flag	433.84	819.81
03/04/2022	Bill	20220316	First Due Intelligence, LLC	The art of reading smoke instruction session	500.00	1,319.81
04/01/2022	Bill	8601_04.22	Bank_of_Colorado	Dragan: The Stick Rack-helmets	258.32	1,578.13
05/19/2022	Bill	04.2022	Bank of Colorado	Google	12.00	1,590.13
05/19/2022	Bill	04.2022	Bank of Colorado	Zoom	155.45	1,745.58
06/01/2022	Bill	8601_05.22	Bank of Colorado	Google	12.00	1,757.58
06/06/2022	Bill	june 6 2022	Colorado State University	22-01 Graduation at CSU: Organ Recital Hall, Rear Projection System, and Rehearsal and Event Labor	1,225.00	2,982.58
06/30/2022	Bill	148540	Brekke Storage	40' High Cube Container for 6/28/2022 - 07/25/2022	125.00	3,107.58
07/01/2022	Bill	0849_07.22	Bank_of_Colorado	for moving from PFA to LRFA	867.50	3,975.08
07/19/2022	Expense	S00275691	Affordable Used Appliances	Used Top Mount Ref Base	500.00	4,475.08
07/29/2022	Bill	29911	Loveland Fire Rescue Authority	FRFC Portion of Salamander Tags	135.00	4,610.08
08/04/2022	Expense	8041	Amazon		99.99	4,710.07
08/09/2022	Expense	8041	Amazon		93.99	4,804.06
08/09/2022	Expense	8041	Amazon		96.95	4,901.01
08/10/2022	Expense	8041	Amazon		12.99	4,914.00
08/11/2022	Expense	8041	Office Depot		24.59	4,938.59
09/01/2022	Expense	3552	Amazon	Amazon - Foam Rollers and Locks for Forcible Entry	474.90	5,413.49
09/01/2022	Expense		Home Depot	Academy	53.91	5,467.40
Total for 0500.22 Miscellaneous					\$5,467.40	
0500.23 Testing Equip/Software/Test Bnk						
11/01/2022	Expense	8041	Questionmark Corp		3,490.00	3,490.00
Total for 0500.23 Testing Equip/Software/Test Bnk					\$3,490.00	
0500.24 Leased Resources						
06/15/2022	Bill	06.15.2022	Longmont_Fire_Department	Spring 2022 FRFC Recruit Fire Academy	182.00	182.00
06/15/2022	Bill	06.15.2022	Loveland Fire Rescue Authority	Spring 2022 FRFC Recruit Fire Academy	37,404.00	37,586.00
06/15/2022	Bill	2022-01	Poudre_Fire_Authority	Spring 2022 Academy	139,593.00	177,179.00
06/15/2022	Bill	2022-01	Greeley_Fire_Department	Leased Resource costs for Spring 2022 Academy	62,483.00	239,662.00
06/15/2022	Bill	06.15.2022	Mountain View Fire Protection Dist.	Spring 2022 FRFC Recruit Fire Academy	388.00	240,050.00
06/15/2022	Credit Memo	002	Windsor Severance Fire Rescue	Spring 2022 Lease Resource Credits	7,209.00	247,259.00
06/15/2022	Bill	95504	Poudre_Fire_Authority	Leased Resource/Carissa Sigward: FRFC Class 22-1 Total Hour Worked 45.5	1,408.23	248,667.23
08/26/2022	Journal Entry	28		FRFR Week 1	2,382.00	251,049.23

Front Range Fire Consortium

Profit and Loss Detail January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
08/26/2022	Journal Entry	28		GFD Week 1	2,618.00	253,667.23
08/26/2022	Journal Entry	28		LFRA Week 1	7,238.00	260,905.23
08/26/2022	Journal Entry	28		LFD Week 1	3,076.00	263,981.23
08/26/2022	Journal Entry	28		WSFR Week 1	4,539.00	268,520.23
09/01/2022	Journal Entry	28R		FRFR Week 1	-2,382.00	266,138.23
09/01/2022	Journal Entry	28R		GFD Week 1	-2,618.00	263,520.23
09/01/2022	Journal Entry	28R		LFRA Week 1	-7,238.00	256,282.23
09/01/2022	Journal Entry	28R		LFD Week 1	-3,076.00	253,206.23
09/01/2022	Journal Entry	28R		WSFR Week 1	-4,539.00	248,667.23
09/09/2022	Journal Entry	23		GFD Week 2 and 3	5,885.00	254,552.23
09/09/2022	Journal Entry	23		LFRA Week 2 and 3	11,790.00	266,342.23
09/09/2022	Journal Entry	23		LFDWeek 2 and 3	7,716.00	274,058.23
09/09/2022	Journal Entry	23		PFA Week 2 and 3	400.00	274,458.23
09/09/2022	Journal Entry	23		WSFR Week 2 and 3	4,376.00	278,834.23
09/09/2022	Journal Entry	23		BFR Week 2 and 3	200.00	279,034.23
09/09/2022	Journal Entry	23		FRFR Week 2 and 3	4,243.00	283,277.23
09/16/2022	Journal Entry	25		FRFR Week 4	2,802.00	286,079.23
09/16/2022	Journal Entry	25		GFD Week 4	10,268.00	296,347.23
09/16/2022	Journal Entry	25		LFRA Week 4	5,133.00	301,480.23
09/16/2022	Journal Entry	25		PVFPD Week 4	857.00	302,337.23
09/16/2022	Journal Entry	25		PFA Week 4	0.00	302,337.23
09/16/2022	Journal Entry	25		WSFR Week 4	3,955.00	306,292.23
09/16/2022	Journal Entry	25		BFR Week 4	0.00	306,292.23
09/16/2022	Journal Entry	25		LFD Week 4	2,653.00	308,945.23
10/01/2022	Journal Entry	25R		FRFR Week 4	-2,802.00	306,143.23
10/01/2022	Journal Entry	25R		GFD Week 4	-10,268.00	295,875.23
10/01/2022	Journal Entry	23R		BFR Week 2 and 3	-200.00	295,675.23
10/01/2022	Journal Entry	23R		WSFR Week 2 and 3	-4,376.00	291,299.23
10/01/2022	Journal Entry	23R		PFA Week 2 and 3	-400.00	290,899.23
10/01/2022	Journal Entry	23R		LFDWeek 2 and 3	-7,716.00	283,183.23
10/01/2022	Journal Entry	23R		LFRA Week 2 and 3	-11,790.00	271,393.23
10/01/2022	Journal Entry	23R		GFD Week 2 and 3	-5,885.00	265,508.23
10/01/2022	Journal Entry	23R		FRFR Week 2 and 3	-4,243.00	261,265.23
10/01/2022	Journal Entry	25R		BFR Week 4	0.00	261,265.23
10/01/2022	Journal Entry	25R		WSFR Week 4	-3,955.00	257,310.23
10/01/2022	Journal Entry	25R		PFA Week 4	0.00	257,310.23
10/01/2022	Journal Entry	25R		PVFPD Week 4	-857.00	256,453.23
10/01/2022	Journal Entry	25R		LFD Week 4	-2,653.00	253,800.23
10/01/2022	Journal Entry	25R		LFRA Week 4	-5,133.00	248,667.23
10/24/2022	Journal Entry	34		Platte Valley Week 5 -9	1,933.45	250,600.68
10/24/2022	Journal Entry	34		FRFR Week 5 -9	13,102.00	263,702.68
10/24/2022	Journal Entry	34		GFD Week 5 - 9	16,857.18	280,559.86
10/24/2022	Journal Entry	34		LFRA Week 5 -9	33,545.40	314,105.26
10/24/2022	Journal Entry	34		Longmont Week 5 -9	13,738.82	327,844.08
10/24/2022	Journal Entry	34		Windsor Week 5 -9	13,350.06	341,194.14
10/24/2022	Journal Entry	34		Boulder Week 5 -9	200.00	341,394.14
10/28/2022	Journal Entry	35		Boulder Week 10 Resources	741.00	342,135.14
10/28/2022	Journal Entry	35		FRFR Week 10 Resources	3,664.00	345,799.14
10/28/2022	Journal Entry	35		GFD Week 10 Resources	1,968.00	347,767.14
10/28/2022	Journal Entry	35		LFRA Week 10 Resources	10,739.00	358,506.14
10/28/2022	Journal Entry	35		Longmont Week 10 Resources	5,598.00	364,104.14
10/28/2022	Journal Entry	35		WSFR Week 10 Resources	3,197.00	367,301.14

Front Range Fire Consortium

Profit and Loss Detail January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
10/28/2022	Journal Entry	35		Platte Valley Week 10 Resources	553.00	367,854.14
11/01/2022	Journal Entry	34R		GFD Week 5 - 9	-16,857.18	350,996.96
11/01/2022	Journal Entry	34R		FRFR Week 5 -9	-13,102.00	337,894.96
11/01/2022	Journal Entry	35R		Boulder Week 10 Resources	-741.00	337,153.96
11/01/2022	Journal Entry	35R		Platte Valley Week 10 Resources	-553.00	336,600.96
11/01/2022	Journal Entry	35R		WSFR Week 10 Resources	-3,197.00	333,403.96
11/01/2022	Journal Entry	35R		Longmont Week 10 Resources	-5,598.00	327,805.96
11/01/2022	Journal Entry	34R		LFRA Week 5 -9	-33,545.40	294,260.56
11/01/2022	Journal Entry	35R		GFD Week 10 Resources	-1,968.00	292,292.56
11/01/2022	Journal Entry	35R		FRFR Week 10 Resources	-3,664.00	288,628.56
11/01/2022	Journal Entry	34R		Platte Valley Week 5 -9	-1,933.45	286,695.11
11/01/2022	Journal Entry	34R		Boulder Week 5 -9	-200.00	286,495.11
11/01/2022	Journal Entry	34R		Windsor Week 5 -9	-13,350.06	273,145.05
11/01/2022	Journal Entry	34R		Longmont Week 5 -9	-13,738.82	259,406.23
11/01/2022	Journal Entry	35R		LFRA Week 10 Resources	-10,739.00	248,667.23
11/30/2022	Invoice	211	Longmont Fire Department	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	600.00	249,267.23
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	37,367.00	286,634.23
11/30/2022	Invoice	211	Longmont Fire Department	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	42,091.00	328,725.23
11/30/2022	Invoice	213	Platte Valley Fire Protection District	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	700.00	329,425.23
11/30/2022	Invoice	213	Platte Valley Fire Protection District	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	5,297.00	334,722.23
11/30/2022	Invoice	210	Greeley Fire Department	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	600.00	335,322.23
11/30/2022	Invoice	210	Greeley Fire Department	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	40,703.00	376,025.23
11/30/2022	Bill	12.12.2022	Poudre_Fire_Authority	22-2 Fall Academy Leased Resources - Personnel	942.00	376,967.23
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	2,200.00	379,167.23
11/30/2022	Invoice	214	Loveland Fire Rescue	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	93,306.00	472,473.23
11/30/2022	Invoice	209	Front Range Fire Rescue	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	600.00	473,073.23
11/30/2022	Invoice	209	Front Range Fire Rescue	2022-2 Fall Academy Leased Resources - Personnel (see attachment)	31,492.00	504,565.23
11/30/2022	Bill	12.12.2022	Mountain View Fire Protection Dist.	2022-2 Fall Academy Leased Resources - Apparatus	50.00	504,615.23
11/30/2022	Bill	12.12.2022	Mountain View Fire Protection Dist.	2022-2 Fall Academy Leased Resources - Personnel	616.00	505,231.23
11/30/2022	Invoice	212	Windsor Severance Fire Rescue	2022-2 Fall Academy Leased Resources - Apparatus (see attachment)	700.00	505,931.23
11/30/2022	Bill	12.12.2022	Boulder_Fire_Rescue	2022-2 Fall Academy Leased Resources - Personnel	1,077.00	507,008.23
11/30/2022	Bill	12.12.2022	Boulder_Fire_Rescue	2022-2 Fall Academy Leased Resources - Apparatus	500.00	507,508.23
Total for 0500.24 Leased Resources					\$507,508.23	
0500.26 Graduation Expense						
10/21/2022	Expense	8041	Zazzle Inc	Napkins for Graduation	105.90	105.90
11/01/2022	Expense	8074	Foundations Church	Venue Rental Fee	150.00	255.90

Front Range Fire Consortium

Profit and Loss Detail
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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
11/01/2022	Bill	10400	Foundations Church	Academy 22-2 Graduation (Tech Fee \$100, Weeknight Host Fee \$50)	150.00	405.90
11/04/2022	Expense	8041	Crumbl	Graduation Cookies	296.56	702.46
11/06/2022	Expense	8041	Amazon	Graduation Certificates	34.83	737.29
11/13/2022	Expense	8041	At Home	Graduation Decorations	114.34	851.63
11/16/2022	Expense	8041	At Home	Graduation Decorations	67.44	919.07
11/16/2022	Expense	8041	FedEx	Graduation Programs	241.14	1,160.21
11/16/2022	Expense	8041	Earles Loveland Floral	Graduation Flowers	270.00	1,430.21
11/16/2022	Expense	8041	Hobby Lobby	Graduation Decorations	31.99	1,462.20
11/16/2022	Expense	8041	King Soopers	Cups and Lemonade	41.39	1,503.59
11/17/2022	Expense	8074	Awards Unlimited	Graduation Awards	178.68	1,682.27
11/17/2022	Expense	8074	Home Depot	Red Hats Award	43.14	1,725.41
11/17/2022	Expense	8041	King Soopers	Graduation Bottled Water 5 cases	18.45	1,743.86
Total for 0500.26 Graduation Expense					\$1,743.86	
Total for 0500.00 Academy Expenses					\$584,099.27	
0550.00 Major Academy Equipment						
0550.01 Major Academy Equipment						
07/18/2022	Expense	19	Ok Fine Production	Rescue Dummies	3,771.00	3,771.00
07/18/2022	Expense	125469	Live Action Safety	Test Dummies	2,599.98	6,370.98
07/25/2022	Expense	SO68869	Witmer Public Safety Group, Inc.	Lion Smoke Liquid (5 Liter)	730.74	7,101.72
09/01/2022	Expense		Home Depot	Major Equipment	179.00	7,280.72
09/06/2022	Expense	8074	Home Depot	Academy Supplies	191.42	7,472.14
09/06/2022	Expense	8074	Walmart	Academy Supplies	89.82	7,561.96
09/08/2022	Expense	7704	Supply Cache	Cancer Decon Bags	1,800.00	9,361.96
10/06/2022	Expense	8041	Seawestern Fire Fighting	Smoke Liquid Major Equipment (estimated 3 academies)	2,892.50	12,254.46
10/24/2022	Expense	8041	Tractor Supply	Pump funnel for 55 gal drum of smoke juice	239.94	12,494.40
Total for 0550.01 Major Academy Equipment					\$12,494.40	
0550.02 Exercise Equipment						
01/18/2022	Bill	537	Train For The Win	Physical training programming	2,000.00	2,000.00
Total for 0550.02 Exercise Equipment					\$2,000.00	
0550.04 Move Expenses						
07/14/2022	Expense	1793	ScreenBeam, Inc.		1,117.04	1,117.04
07/18/2022	Expense	8041_07.18.2022	Sam's Club		45.00	1,162.04
07/20/2022	Expense	8041_07.20.2022	Home Depot		28.97	1,191.01
07/20/2022	Expense	8041_07.20.2022	Sam's Club		3,406.24	4,597.25
07/21/2022	Expense	000017007	Worthington	Reversible Dry Erase Boards	788.30	5,385.55
07/25/2022	Expense	112-2516572-5844247	Amazon	TV Stands	519.97	5,905.52
07/26/2022	Expense	8074_07.26.2022	Home Depot	Shop Towels, Homer Bucket, Simple Green, Gloves, Sanitizer, Pine Sol, Germ X Hand wash, clorox cleanup	203.91	6,109.43
07/26/2022	Expense	8074_07.26.2022	Ace Hardware	Toilet Bowl Brush, Brush and Caddy Bowl and Plunger/Holder	75.94	6,185.37
07/27/2022	Expense	8074_07.27.2022	Home Depot	Build Bu Remover, Showerhead and GB Handheld	92.48	6,277.85
07/28/2022	Expense	8074_07.28.22	Office Depot	Pencil, Sharpner, Rnd Grip, Batteries, Expo Marker and Caddy	86.70	6,364.55
08/02/2022	Expense	8041	Tractor Supply		3,324.33	9,688.88
08/03/2022	Expense	8074_08.03.2022	Building Permit	Building Permit Fees - Forge Permit	100.00	9,788.88
08/04/2022	Expense	8041	Costco		999.99	10,788.87

Front Range Fire Consortium

Profit and Loss Detail
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DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT	BALANCE
08/06/2022	Expense	8074	Home Depot	Safety Glasses, masks and rope	336.66	11,125.53
08/11/2022	Expense	8074	Home Depot		100.00	11,225.53
08/11/2022	Expense	8074	Home Depot	Supplies	34.68	11,260.21
08/11/2022	Expense	8074	Amazon	AV Equipment for Forge	91.57	11,351.78
08/13/2022	Expense	8074	Ace Hardware	Supplies for Forge	272.92	11,624.70
08/14/2022	Credit Card Credit	8074	Home Depot		-51.00	11,573.70
08/16/2022	Expense	8074	Microsoft		99.99	11,673.69
08/16/2022	Expense	8074	Best Buy	Computer for Academy	519.65	12,193.34
08/17/2022	Expense	8074	Home Depot	Equipment and Materials for move	158.87	12,352.21
08/18/2022	Expense	8074	Firehouse Subs		254.98	12,607.19
08/19/2022	Expense	8074	Tractor Supply		1,204.24	13,811.43
08/28/2022	Expense	8074	Walmart	Microwave x2 for Forge Facility	110.00	13,921.43
Total for 0550.04 Move Expenses					\$13,921.43	
Total for 0550.00 Major Academy Equipment					\$28,415.83	
Total for 10.6000 Expenses					\$688,187.33	
Total for Expenses					\$688,187.33	
Net Income					\$ -8,331.33	

Front Range Fire Consortium

Year to Date Disbursements

January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	DEBIT	CREDIT
Bank of Colorado						
Beginning Balance						
01/12/2022	Journal Entry			Bill.com 01/12/22 Payables Funding		\$3,401.96
01/13/2022	Deposit				\$179,723.38	
01/14/2022	Journal Entry			Bill.com 01/14/22 Payables Funding		\$1,500.00
02/09/2022	Deposit		Platte Valley Fire Protection District		\$500.00	
02/11/2022	Journal Entry			Bill.com 02/11/22 Payables Funding		\$698.60
02/14/2022	Journal Entry			Bill.com 02/14/22 Payables Funding		\$2,737.50
02/17/2022	Journal Entry			Bill.com 02/17/22 Payables Funding		\$3,348.80
02/18/2022	Payment	34876	Loveland Fire Rescue		\$10,000.00	
02/25/2022	Journal Entry			Bill.com 02/25/22 Payables Funding		\$6,500.00
03/08/2022	Expense	22032687119	bill.com			\$108.95
03/10/2022	Deposit				\$50,000.00	
03/11/2022	Journal Entry			Bill.com 03/11/22 Payables Funding		\$723.75
03/14/2022	Journal Entry			Bill.com 03/14/22 Payables Funding		\$6,862.50
03/15/2022	Journal Entry			Bill.com 03/15/22 Payables Funding		\$23,719.16
04/06/2022	Check	EFT	bill.com			\$97.82
04/08/2022	Journal Entry	5		Bill.com 04/08/22 Payables Funding		\$386.88
04/08/2022	Journal Entry	6		Bill.com 04/08/22 Payables Funding		\$5,917.50
04/11/2022	Deposit				\$750.00	
04/13/2022	Deposit				\$20,000.00	
04/15/2022	Journal Entry	7		Bill.com 04/15/22 Payables Funding		\$1,433.30
04/25/2022	Deposit				\$31,625.00	
05/06/2022	Check		bill.com			\$96.62
05/06/2022	Journal Entry	8		Bill.com 05/06/22 Payables Funding		\$3,477.50
05/19/2022	Deposit				\$2,700.00	
05/23/2022	Journal Entry	9		Bill.com 05/23/22 Payables Funding		\$5,663.40
05/26/2022	Journal Entry	10		Bill.com 05/26/22 Payables Funding		\$1,851.54
05/26/2022	Bill Payment (Check)		Bank of Colorado	Voided	\$0.00	
05/27/2022	Journal Entry	11		Bill.com 05/27/22 Payables Funding		\$750.23
06/07/2022	Check	EFT	bill.com			\$95.42
06/10/2022	Journal Entry	12		Bill.com 06/10/22 Payables Funding		\$5,635.32
06/17/2022	Journal Entry	13		Bill.com 06/17/22 Payables Funding		\$3,485.00
06/28/2022	Journal Entry	14		Bill.com 06/28/22 Payables Funding		\$67,643.44
06/28/2022	Payment	P22062401 - 2706500	Windsor Severance Fire Rescue	Inv #175	\$7,041.00	
06/29/2022	Journal Entry	15		Bill.com 06/29/22 Payables Funding		\$33,983.00
07/06/2022	Check	EFT	bill.com			\$92.25
07/07/2022	Deposit				\$28,500.00	
07/08/2022	Journal Entry	16		Bill.com 07/08/22 Payables Funding		\$2,088.05
07/15/2022	Journal Entry	17		Bill.com 07/15/22 Payables Funding		\$1,818.11
07/21/2022	Journal Entry	18		Bill.com 07/21/22 Payables Funding		\$227.50
08/02/2022	Deposit		Cheyenne Fire & Rescue		\$2,850.00	
08/08/2022	Check	EFT	bill.com			\$106.55
08/09/2022	Journal Entry	19		Bill.com 08/09/22 Payables Funding		\$1,500.00
08/10/2022	Deposit		Front Range Fire Rescue		\$500.00	
08/15/2022	Journal Entry	20		Bill.com 08/15/22 Payables Funding		\$14,101.27
08/23/2022	Journal Entry	21		Bill.com 08/23/22 Payables Funding		\$5,762.16
08/26/2022	Deposit		Loveland Fire Rescue		\$1,500.00	
09/07/2022	Check	EFT	bill.com			\$106.06
09/08/2022	Journal Entry	22		Bill.com 09/08/22 Payables Funding		\$304.72
09/23/2022	Journal Entry	29		Bill.com 09/23/22 Payables Funding		\$5,312.40
09/27/2022	Journal Entry	30		Bill.com 09/27/22 Payables Funding		\$16,458.84
10/07/2022	Check	EFT	bill.com			\$131.06
10/17/2022	Journal Entry	31		BILL 10/17/22 Payables Funding		\$1,458.75
10/18/2022	Journal Entry	32		BILL 10/18/22 Payables Funding		\$1,964.25
11/04/2022	Journal Entry	37		BILL 11/04/22 Payables Funding		\$6,854.28
11/08/2022	Journal Entry	38		BILL 11/08/22 Payables Funding		\$150.00

Front Range Fire Consortium

Year to Date Disbursements

January - November, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	DEBIT	CREDIT
11/08/2022	Check	EFT	bill.com			\$121.06
11/14/2022	Journal Entry	39		BILL 11/14/22 Payables Funding		\$1,500.00
11/17/2022	Deposit		Galeton Fire Protection District		\$1,800.00	
11/18/2022	Journal Entry	40		BILL 11/18/22 Payables Funding		\$6,186.05
11/29/2022	Journal Entry	41		BILL 11/29/22 Payables Funding		\$269.90
Total for Bank of Colorado					\$337,489.38	\$246,631.45
TOTAL					\$337,489.38	\$246,631.45

Front Range Fire Consortium



Fiscal Year Begins: Jan-22

Twelve-Month Cash Flow

Front Range Fire Consortium

	Beginning	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Monthly Average	Overview
Cash Summary															
Cash on Hand (beginning of month)	174,380	174,380	349,202	346,417	365,002	409,542	400,402	296,601	320,875	304,255	282,073	278,519	265,238	316,042	
Cash Available (on hand + receipts, before cash out)	174,380	354,103	359,702	396,417	417,377	412,242	557,152	325,101	325,725	304,255	282,073	280,319	639,863	387,861	
Cash Position (end of month)	174,380	349,202	346,417	365,002	409,542	400,402	296,601	320,875	304,255	282,073	278,519	265,238	328,128	328,855	
Cash Receipts															
Membership Dues		-	10,000	50,000	40,000	-	-	-	-	-	-	-	-	8,333	
Academy Payments		178,223	-	-	-	-	156,750	28,500	2,850	-	-	-	370,500	61,402	
Professional Development		1,500	500	-	12,375	2,700	-	-	2,000	-	-	1,800	4,125	2,273	
Total Cash Receipts		179,723	10,500	50,000	52,375	2,700	156,750	28,500	4,850	0	0	1,800	374,625	71,819	
Cash Paid Out															
Disbursements		4,902	13,285	31,414	7,836	11,839	260,551	4,226	21,470	22,182	3,554	15,081	311,735	59,006	
Total Cash Paid Out		4,902	13,285	31,414	7,836	11,839	260,551	4,226	21,470	22,182	3,554	15,081	311,735	59,006	
		(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Budget)	

Front Range Fire Consortium

Budget to Actuals - Academy Expenses

July - December, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
10.5000 Revenue				
0200.00 Academy Payments	370,500.00	370,500.00	0.00	100.00 %
Total 10.5000 Revenue	370,500.00	370,500.00	0.00	100.00 %
Total Income	\$370,500.00	\$370,500.00	\$0.00	100.00 %
GROSS PROFIT	\$370,500.00	\$370,500.00	\$0.00	100.00 %
Expenses				
10.6000 Expenses				
0500.00 Academy Expenses				
0500.01 Printing	1,865.66	242.00	1,623.66	770.93 %
0500.02 Books	5,507.19	4,362.00	1,145.19	126.25 %
0500.03 Extinguishers	374.00	339.00	35.00	110.32 %
0500.04 Rental	445.02	969.00	-523.98	45.93 %
0500.05 Building Materials	4,120.64	8,724.00	-4,603.36	47.23 %
0500.07 Recruit Clothing	6,717.65	4,847.00	1,870.65	138.59 %
0500.08 Instructor Clothing		485.00	-485.00	
0500.09 Fuel		242.00	-242.00	
0500.11 Food/Water	960.58	3,635.00	-2,674.42	26.43 %
0500.12 Propane		388.00	-388.00	
0500.13 Awards		291.00	-291.00	
0500.14 Equipment Repair	239.18	1,357.00	-1,117.82	17.63 %
0500.15 Webbing		170.00	-170.00	
0500.16 Hand Tools		436.00	-436.00	
0500.18 Admin/Logistics Coordinator		9,693.00	-9,693.00	
0500.19 Insurance		5,816.00	-5,816.00	
0500.20 Instructor Lodging		388.00	-388.00	
0500.21 Office Supplies	2,949.85	242.00	2,707.85	1,218.95 %
0500.22 Miscellaneous	2,359.82	2,423.00	-63.18	97.39 %
0500.23 Testing Equip/Software/Test Bnk	3,490.00	388.00	3,102.00	899.48 %
0500.24 Leased Resources	258,841.00	266,563.00	-7,722.00	97.10 %
0500.26 Graduation Expense	1,743.86		1,743.86	
Total 0500.00 Academy Expenses	289,614.45	312,000.00	-22,385.55	92.83 %
Total 10.6000 Expenses	289,614.45	312,000.00	-22,385.55	92.83 %
Total Expenses	\$289,614.45	\$312,000.00	\$ -22,385.55	92.83 %
NET OPERATING INCOME	\$80,885.55	\$58,500.00	\$22,385.55	138.27 %
NET INCOME	\$80,885.55	\$58,500.00	\$22,385.55	138.27 %