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



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

**FRFC Board of Directors  
Notice of Regular Board Meeting and Agenda  
July 16, 2024, 2:00pm  
Virtual - Via Teams  
(Video and Phone Conference Attendance Options Below)**

*The 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](mailto:Chief@frontrangefireconsortium.org) or call 970-962-2869 to assist with any specific need(s) as soon as possible.*

**AGENDA ITEMS**

1. **Call to Order:**
2. **Roll Call:**
3. **Approval or Changes to the Agenda:**
4. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from June 18, 2024 – Regular Meeting
5. **Call to the Public:**
6. **Financials:**
  - a. **Discussion/Possible Action:** Monthly Financial Report – Sara Simonton
  - b. **Discussion/Possible Action:** FRFC Audit Status – Sara Simonton
7. **Old Business:**
  - a. **Discussion/Possible Action:** FRFC Academy 2024-1 AAR – Chief Klaas & Lieutenant Visser
8. **New Business:**
  - a. **Discussion/Possible Action:** AAL Instructor Pick Up, From DIA - For Guest Instructors (Sign Up Request) – Chief Sendelbach & Cherie

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b. **Discussion/ Possible Action:** Larkspur Fire Protection District – Outside Agency Request for Two Recruits in Academy 2024-2 – **Chief Sendelbach**

9. **Next Regular Meeting:** 2:00pm August 20, 2024, Loveland Fire Rescue Authority Station 10 - 4301 Ronald Reagan Blvd. Johnstown, CO 80534

10. **Adjournment:**

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**FRFC Board of Directors  
Regular Board Meeting Minutes  
June 18, 2024, 2:00pm**

**Windsor Severance Fire Rescue Station-1, 100 N 7<sup>th</sup> St. Windsor, CO 80550**

**AGENDA ITEMS**

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

**Roll Call:** Chief Stephen Charles (Berthoud), Chief Michael Calderazzo (Boulder), Chief Greg Schwab (Boulder Rural), Chief Mike West (Front Range), Chief Brian Kuznik (Greeley), Chief Pete Bradshaw (Lafayette), Chief John Willson (Louisville), Chief Tim Sendelbach (Loveland), Chief Jim Klug (Platte Valley), Chief Chris Angermuller (Windsor)

**Also Present:** Chief Peter Zick (Mountain View), Lieutenant Stew Visser (Longmont), Ben Archer-Clowes (JVG), Sara Simonton (JVG), Cherie Kozak (FRFC & LFRA Admin)

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

*Motion to approve the agenda as presented - Chief Chris Angermuller (Windsor Severance Fire Rescue)*  
*seconded – Chief Brian Kuznik (Greeley Fire Department)*  
*All Approved – Motion Carried*

3. **Approval or Changes to Previous Board Meeting Minutes:** Previous Board Meeting Minutes from May 21, 2024 – Regular Meeting

*Motion to approve the previous Board meeting minutes as written – Chief Brian Kuznik (Greeley Fire Department)*  
*seconded – Chief Mike West (Front Range Fire Rescue)*  
*All Approved – Motion Carried*

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

5. **Financials:**

a. **Discussion/Possible Action:** Monthly Financial Report

Sara Simonton with JVG shared that the total revenue for the fiscal year is at \$20,000 which is driven by the two new memberships at the beginning of the year. She said cost increases for the leased resources and academy clothing are due to the increased size of the spring academy which started with 46 recruits.

Chief Sendelbach asked if the financial reporting could be structured differently as the reporting often sounds like they are over budget when they are not. Sara said she could separate the academy out specifically, so it is not rolled into the same reporting as the Administrative and Professional Development categories.

*Motion to approve the monthly financial report as presented – Chief Mike West (Front Range Fire Rescue)*

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

*All Approved – Motion Carried*

b. **Discussion/Possible Action:** FRFC Audit

Sara said they will be working with Haynie & Company per the Boards decision last month, and they should be receiving their engagement letter shortly. She included that they will be filing for an extension, and Chief Sendelbach asked if there were any financial penalties with the extension, and Sara said there were not.

c. **Discussion/Possible Action:** JVG 2024 Additional Fees

Chief Sendelbach said he requested Ben Archer-Clowes with JVG, to join the meeting to help explain the additional fees billed to the FRFC recently and the fluctuating costs.

Chief Sendelbach also asked about the possibility of putting together a new agreement that would have more consistency and predictability.

Ben said they were engaged four years ago by the FRFC, and their role and frequency of reporting has changed since then, leading to the increase in cost. Sara said the weekly report and the additional work with Leased Resources are the biggest factors in the increased hours spent with the FRFC finances.

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Ben shared that he is happy to stay at the same monthly billing rate and just include an additional cost if needed, or they could write a new proposal to include the increased cost which would be \$2,250 per month.

Chief Sendelbach said he would send out the new billing proposal to the Board and that they would vote to either accept the new proposal or maintain the current proposal with the additional costs as incurred.

**6. Old Business:**

**a. Discussion: FRFC Academy 2024-1 Update**

Lieutenant Stew Visser reported on the end of Academy 2024-1, and he said that the size of the academy at 45 recruits was logistically challenging. He shared with the Board that 45 recruits are probably the maximum they can manage without considering another academy model. He said they ran the two-battalion system and drew on all available personnel as well as apparatus. He included that the live fire days required 30 instructors to staff the two locations and it was hard to find an instructor when the available pool was already exhausted.

Lieutenant Visser said he and Chief Klaas were reviewing the academy and found that they may need to request some adjustments to the ROG specific to “graduation with reservation”. He said they would like to see it be a pass or fail and not graduate a recruit that they would not recommend to an agency.

Chief Sendelbach said he does not see the benefit to the FRFC to pass a recruit with reservation. He said he would prefer to see the academy be a pass or fail, as they do have the built-in administrative review to help address recruits who are not passing. Chief Sendelbach also asked Lieutenant Visser if he and Chief Klaas are planning a full After-Action Report for the Board. He said he feels it would be a good opportunity to include additions, modifications and any requests for the Board to consider. Lieutenant Visser said he and Chief Klaas just conducted their AAR with the Cadre, and they are working on compiling the information.

**b. Financial and Organizational Consulting Services: Eidy Bailly**

Chief Sendelbach said he received a request for the in-person meeting from Bryn with Eide Bailly, with a possible meeting date of July 18<sup>th</sup>. He also shared with the Board that he feels they may have to drive the decisions a little more than originally

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considered, as Eide Bailly will be sharing their findings and will have suggestions, but they will not direct the choices of the Board. He said Eide Bailly may ask additional questions when they are here for the meeting, and then help with suggestions. Chief Sendelbach asked Cherie to send out a poll to the Board and find the best available time that will work for the Board and Eide Bailly to meet.

Chief Sendelbach brought up the subject of how the FRFC is funding the \$30,000 cost for Eide Bailly's consulting fee. He asked Sara about the uncommitted \$56,000 that was forfeited by PFA when they left the FRFC, and asked if those funds could be used instead of making it a capital expense with the cost shared by all of the agencies.

Chief Brian Kuznik said his understanding was that the forfeited funds from PFA would be used toward the betterment of the FRFC Organization as a whole moving forward.

Sara Simonton said they can do whatever the FRFC Board would like to do, as long as there is a Board vote to move forward. She said they have uncommitted funds of \$56,000 but she cautioned that she would like to be as consistent as possible with charges and costs and how funds are utilized. She said that JVG would want to have a Board action to explain any deviation from the policy if that's what the Board chose to do.

Chief Sendelbach asked Sara Simonton for a recommendation for the two upcoming expenses of \$30,000 for Eide Bailly and the expense for the All-American Leadership class, that is covering one seat for each of the FRFC Member Agencies. Sara said the two options would be:

- The Board could use the \$56,000 and not have to split that cost across the 12 agencies.
- The Board could treat it like all of the other large costs and split it evenly across the agencies.

*Motion to utilize the \$56,000 for the purposes of paying for the financial analysis and feasibility study – Chief Brian Kuznik (Greeley Fire Department)  
seconded – Chief Greg Schwab (Boulder Rural Fire Rescue)  
All Approved – Motion Carried*

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*Motion that FRFC pays for one position for each department of the twelve that are part of the FRFC using the income for the All-American Leadership class – Chief Greg Schwab (Boulder Rural Fire Rescue)  
Seconded – Chief Brian Kuznik (Greeley Fire Department)  
All Approved – Motion Carried*

c. **Discussion/Possible Action:** Possible Hosting of FRFC Open Seminars/Training Events & Outside Instructors.  
Chief Bradshaw shared that he and Cherie have not had the opportunity to meet regarding logistics for classes, so he hopes to be able to report more at the next meeting.

d. **Discussion/Possible Action:** AIMS Bridge Model.  
Lieutenant Visser shared that he and Chief Klaas will be meeting with Aims on Thursday to discuss the curriculum. He said they will be discussing the four-to-six-week bridge academy model and how that would fit into the existing academy year. He also said that some of their committee members are instructors at both the FRFC Academy and the Aims Academy, so he feels they should have some good comparisons to work with.

Lieutenant Visser asked the Chiefs for their projected Fall Academy numbers. The numbers reported by the Board members were:

Berthoud	0
Boulder	3
Boulder Rural	0
Front Range	0 to 1
Greeley	2
Lafayette	1 to 3
Longmont	2
Louisville	0
Loveland	2
Mountain View	8
Platte Valley	1
Windsor	0

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## 7. **New Business:**

**Discussion:** FRFC Hosting the Science to the Streets and/or IFIW Conference in 2025.

Chief Sendelbach said that Chief West initiated this discussion with Sarah Jahnke, researcher and co-owner of WHP Training and that Sarah wants to bring a health and wellness conference to the Denver area. He said he feels this would be a good conference to be engaged with.

Chief Sendelbach also shared that the IFIW International Conference is scheduled to meet next in Laramie County Wyoming and that Jason Caughey is looking to host but would like another agency to cohost. Chief Sendelbach shared that the conference would include 25 to 30 of the top international instructors presenting on international fire research and some methodologies on fire attack.

Chief Pete Bradshaw said he feels these are the types of programs that he would like to see happen for the FRFC. Chief Sendelbach said he is happy to collect more information on the groups and will report back to the board.

**Discussion:** FRFC Initial EMT Certification Training.

Chief Chris Angermuller said he just completed a 3-year study to find out if there is a benefit, or detriment to Fire Departments if they require EMT Certifications and Fire Certifications for their new employees.

He posed a question to the Board, asking if they would be interested in committing to hire strictly on who a candidate is and not what certifications they come in with. He added that they would start with the Fire Academy and would then go directly into the EMT training and then online. Chief Angermuller shared that he is presenting this topic at the upcoming leadership conference.

Chief Angermuller said he also included the Military Veterans that would like to have a career in the fire service. He said they are not moving forward into the fire service, because they can't afford to take time off for the training at the loss of income while they train.

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Chief Sendelbach said he feels it's an interesting idea and Chief Kuznik agreed that it's a good idea, but he included that he sees some hurdles that would take some time to work through. Chief Angermuller said it would be an idea that could be addressed further down the road if the Board is interested.

Chief Michael Calderazzo said Boulder is changing its candidate pool diversity and Boulder City is already asking him to break down the diversity and cost barriers and hire for character and train from there. He continued that there is a program with the military that is called Skill Bridge. The military personnel who are looking at transitioning out of the military within six months are part of the program, and the military covers the expense of their training. The agreement is that they will pay for the training as long as the agency promises to hire them after the program's completion. He said that each agency would have to apply separately and not as the FRFC. Chief Calderazzo said there is a website they can go to for all of the sign-up information.

8. **Next Regular Meeting:** 2:00pm July 16, 2024, Virtual – Via Teams
9. **Adjournment:** The meeting was adjourned at 3:00pm, June 18, 2024

*Motion to adjourn – Chief John Willson (Louisville Fire Protection District)  
seconded – Chief Stephen Charles (Berthoud Fire Protection District)  
All Approved – Motion Carried*

**ATTESTATION OF MINUTES:**

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

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

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