

Loveland Fire Rescue Authority Board Meeting



**410 East 5th Street (second floor conference room)
Loveland, Colorado 80537
Thursday, April 12, 2012
1:30 PM**



Loveland Fire Rescue Authority Board Meeting Agenda
 410 East 5th Street
 Loveland, Colorado 80537
 Thursday, April 12, 2012
 1:30 PM

THE LOVELAND FIRE AND RESCUE AUTHORITY DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY, RACE, CREED, COLOR, SEX, SEXUAL ORIENTATION, RELIGION, AGE, NATIONAL ORIGIN OR ANCESTRY IN THE PROVISION OF SERVICES. FOR DISABLED PERSONS NEEDING REASONABLE ACCOMODATIONS TO ATTEND OR PARTICIPATE IN A CITY SERVICE OR PROGRAM, CALL 970-962-2497 AS FAR IN ADVANCE AS POSSIBLE.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AWARDS AND PRESENTATIONS

PUBLIC COMMENT

CONSENT AGENDA

Anyone in the audience will be given time to speak to any item on the Consent Agenda. Please ask for that item to be removed from the Consent Agenda. Items pulled will be heard at the beginning of the Regular Agenda. You will be given an opportunity to speak to the item before the Board acts upon it.

Public hearings remaining on the Consent Agenda are considered to have been opened and closed, with the information furnished in connection with these items considered as the only evidence presented. Adoption of the items remaining on the Consent Agenda is considered as adoption of the staff recommendation for those items.

Anyone making a comment during any portion of today's meeting should come forward state your name and address for the record before being recognized by the Chair. Please do not interrupt other speakers. Side conversations should be moved outside the meeting room. Please limit your comments to no more than five minutes.

1. Approve the Minutes from the March 15, 2012 Loveland Fire Rescue Authority Board Meeting
2. Resolution Approving a Memorandum of Understanding Between the Nature Conservancy and Loveland Fire Rescue Authority for Fire Management Activities

End of Consent Agenda

REGULAR AGENDA

Anyone who wishes to address the Board on any item on this part of the agenda may do so when the Chair calls for public comment. All public hearings are conducted in accordance with Board By-Laws. When Board is considering approval, the Authority's By-laws only requires that a majority of the Board quorum be present to vote in favor of the item.

3. Resolution Approving the Establishment of Rules and Regulations of the Loveland Fire Rescue Authority Including Rules and Regulations Regarding the Execution of Certain Agreements



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4. Update on Fire Authority Capital Construction Funding
5. Review Briefing Papers and Correspondence
 - a. Chief's Report
 - b. Strategic Plan Outline and Overview
 - c. Ice Climbing Rescue Thank You Letter
 - d. City Council Member Hugh McKean Letter
 - e. Crew Recognition E-1 and E-3
 - f. February Statistics
6. Board Member New Business/Feedback
7. Any Other Business for Board Consideration

ADJOURN



Agenda Item Cover

Item No.: 1

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Approve the Minutes from the March 15, 2012 Loveland Fire Rescue Authority (LFRA) Board Meeting

EXECUTIVE SUMMARY

The attached document, prepared by Roylene Sterkel, is a record of the March 15, 2012 LFRA meeting. It is a record of the discussions including an update on the Fire Authority operations budget funding over the next seven years from the City of Loveland, the three tiered staffing and deployment model, re-appropriation of funding remaining at the end of 2011, and the Chief's report.

BACKGROUND

Standard meeting protocol

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Minutes



Fire Authority Board Meeting Minutes Thursday, March 15, 2012

Members Present:

Board Chair Jeff Swanty	Mayor Cecil Gutierrez
City Manager Bill Cahill	Rural Board Secretary Greg White
Rural Board President Dave Legits	City Councilor John Fogle
Asst. City Attorney Moses Garcia	Fire Chief Randy Mirowski
Division Chief Merlin Green	Division Chief Ned Sparks
Public Safety Admin. Director Renee Wheeler	BSC Roylene Sterkel

Call to Order:

Chairman Swanty called the Fire Authority Board meeting to order on the above date at 1:35 p.m.

Pledge of Allegiance:

The Board participated in the Pledge of Allegiance.

Roll Call:

Secretary Sterkel conducted roll call.

Award and Presentations:

None

Consent Agenda:

Follow-up Communication from February Meeting:
Chief Mirowski informed the Board that he will be doing a presentation later in the meeting regarding the Three Tiered Staffing and Deployment Model

Chief Mirowski reported that he checked with Poudre Fire Authority regarding their record retention policy and learned that they don't have an internal policy, but that they follow the state guidelines relative to retention. We will also follow the state guidelines with City Clerk Terry Andrews assisting us in records retention.

Mayor Gutierrez moved that the Consent Agenda be approved and City Manager Cahill seconded that motion. Motion carried.

Regular Agenda:

3. Update on the Fire Authority Operations and Maintenance Funding -

Renee referenced page 19 in the agenda and talked about the table that compares what has been included in the City's Financial Master Plan and the Basic Services Model less the city's administrative costs. Indications are that over the period from 2013-2019 there will be a gap of 1.4 million between the funding in the master plan and the city's share of the net budget in the Basic Services Model of 1.4 million. City Manager Cahill thanked Renee for the analysis and said he thinks the gaps can be absorbed into the city's current plans and the information is very useful.

Mayor Gutierrez stated that the 2.5% Council Reserve contributions are not reflected in this information because of what other departments needs may be. City Manager Cahill said he is very confident with the numbers and feels that the fund balances will be positive as we move forward dependent of course on the general fund revenues and the needs of all city departments. Chief Mirowski said that he will bring updates to the Board in the future.

Renee talked about the 82-18% split for the City and Rural and how that may look with expenditures and revenues each year for both entities. Greg White said that the rural revenue estimates are based on conservative estimates and should be higher than projected. The city's projected sales tax is also running higher than projected.

Chair Swanty thanked Renee and Randy for their work in putting the information together and making it easy to understand.

4. Three Tiered Staffing and Deployment Model –

Chief Mirowski showed a power point presentation of the Three Tiered Staffing and Deployment Plan and how it works.

Chair Swanty asked if any of the part-time paid firefighters prefer to stay as part-time rather than getting a full-time position. Chief Mirowski said that is not our goal when we bring them on and he doesn't believe that is their intent when they take a part time position. He said that the part-time-paid folks are brought on with a two to three-year commitment. After the three years, they either need to go back as Volunteers or get hired full time if there are openings. He believes that the part-time firefighters take those positions in the hopes that they will obtain full-time positions either with us or another fire department.

Chief Mirowski talked about how the Volunteer Firefighter has changed over the years.

Those folks used to stay with a department for 15-20 years but now the average Volunteer time is 2.5 years with the hope that they will find a full time firefighter position within that time frame. With the aid of part-time paid and volunteer's we can obtain a 4-person crew on some apparatus, some of the time. Chair Swanty asked if anyone else was using our model- Chief Mirowski answered yes, Windsor is now using the three-tiered staffing approach and other fire departments are looking at it as well. It is a cost saving approach that works well for smaller to mid-sized departments.

5. Re-appropriation” Ordinance Request and 2011 Budget Performance -

Administrative Director Wheeler reported that the fire department collected \$242,438 more revenue than was budgeted for in 2011. We also spent \$233,368 less than the expenditure budget. We will ask that the City re-appropriate approximately 237,000 for capital purchases that were deferred. Renee reviewed the request distributions for that re-appropriation as outlined in the agenda. This request is not part of the 82-18% split associated with the Fire Authority.

Chief Mirowski talked about the fact that our current radios are outdated and cannot be repaired. We have applied for a federal grant to offset some of those costs and it looks favorable that we might receive that grant. If that happens, we could get \$880,000 toward purchasing new radios.

The final request to Council will be for 236,966 for operations capital, \$127,000 for the Public Safety Administrative Director position, and \$162,650 of the accumulated Fire Capital Expansion Fees for the Station 6 expansion project.

City Manager Cahill moved to accept the “Re-appropriation” Ordinance Request as written. Mayor Gutierrez seconded the motions. Motion carried unanimously.

6. Review Briefing Papers and Correspondence –

- Chief Mirowski reported that the Vision Tours have been completed. Chair Swanty and Mayor Gutierrez were able to attend one of the sessions. He said that videos are available if anyone requests them.
- Rural Board Secretary White reported on the progress of the mil levy committee. No announcements have been made yet, but they are moving forward with a plan and information will be made public within the next 7-10 days. A resolution of support will be presented to City Council. Jeff suggested letters to the editor might be helpful to get support. Greg said that the committee is developing a form letter that can be used so the same information is conveyed.
- Chief Mirowski asked the Board if they would be supportive of him signing off on some operational agreements so that the Board wouldn't have to approve every agreement that may not be significant to them. The Board would like to see a resolution brought to them for this to happen.

- Chief Mirowski reminded everyone of the upcoming Fire Department 2011 Awards and Badge Pinning Ceremony that will be held on March 24th at 1:30 at the Police Courts Building.
- City Manager Cahill said he had the privilege of attending part of the Emergency Managers Conference that took place at the Embassy Suites last week. He felt it was a very good conference and was pleased that we were able to get it here for a second year. Mayor Gutierrez gave Lt. Mialy high marks for her involvement in the conference.
- Mayor Gutierrez asked Chief Mirowski if we have something in the works to talk about how dry it is and the dangers of wild fires. Randy reported that Chief Davis and Madeline with the Reporter Herald are working on an article to address those concerns.

With no further business at hand, Mayor Gutierrez moved to adjourn the meeting. City Attorney Bill Cahill seconded the motion. Meeting was adjourned at 3:20 pm.

Minutes submitted by Secretary Sterkel



Agenda Item Cover

Item No.: 2

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

A Resolution Approving a Memorandum of Understanding Between the Nature Conservancy and the Loveland Fire Rescue Authority for Fire Management Activities

EXECUTIVE SUMMARY

This agreement is necessary to guide policies and procedures for the fire management of Nature Conservancy land within the Fire Authority's service area consistent with the Conservancy's mission to preserve plants, animals, and natural resources and the Fire Authority's responsibility to conduct fire management activities with the Larimer County Sheriff's Office for wild land fire response.

BACKGROUND

It is important to set policies and procedures for the use of staff and equipment to deliver an effective coordinated response and advancement of each organization's service mission on Nature Conservancy land within the Fire Authority's service area. It assigns lines of responsibility for the following types of activities:

- a. Technical assistance including preparation or review of site or landscape-level fire management plans and prescribed burn unit plans, forest and other management plans, inventories and analysis;
- b. Pre-burn preparations including vegetation and fuel load sampling, control line construction and maintenance, environmental monitoring, and fuels manipulation;
- c. Burn implementation including project supervision, ignition, holding, fire behavior and weather monitoring, logistical support and mop-up;
- d. Post-burn monitoring and evaluation;
- e. Fire management training, annual refresher, and annual physical fitness testing; and
- f. Wildfire suppression activities.

Appendix A of the agreement highlights the minimum prescribed burn plan components, particularly important to us as we consider the recent fire events in the State.

The Nature Conservancy has signed the attached agreement.



Agenda Item Cover

Item No.: 2

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

STAFF RECOMMENDATION

Approve as written

FINANCIAL/ECONOMIC IMPACTS

The agreement is operational in nature for a cooperating agency. No new or additional financial impacts are included.

ASSOCIATED STRATEGIC GOALS

Deploy appropriate incident specific resources and implement a skilled response.

ATTACHMENTS

Resolution

Agreement

RESOLUTION # R-_____**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE NATURE CONSERVANCY AND LOVELAND FIRE RESCUE
AUTHORITY FOR FIRE MANAGEMENT ACTIVITIES**

WHEREAS, The Nature Conservancy (“Conservancy”) is a non-profit organization duly organized and existing in accordance with District of Columbia law that owns and manages land in Colorado; and

WHEREAS, the Loveland Fire Rescue Authority (“Fire Authority”) is a governmental entity duly organized and existing in accordance with Colorado law that is responsible for conducting fire management activities within its jurisdiction and for assisting the Larimer County Sheriff’s Office (“LCSO”) in wildland fire suppression; and

WHEREAS, the management of Conservancy land and land within the jurisdiction of the Fire Authority, and the provision of assistance to the LCSO require proper use of fire management including prescribed burning and wildland fire suppression, in a manner that considers natural resource needs; and

WHEREAS, the Conservancy and the Fire Authority (collectively, the “Parties”) have expertise in fire management, including prescribed burning and wildland fire suppression, and currently employ or have under contract personnel and equipment capable of performing wildland fire suppression and other fire management activities; and

WHEREAS, the Parties benefit from experiences and training gained during wildland fire suppression and other fire management activities and desire to work together to assist one another in wildland fire suppression and other fire management activities; and

WHEREAS, the Fire Authority is authorized, among other things, to make and enter into contracts on terms and conditions established by the Board pursuant to the Section 1.9 of Article I of that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity dated August 19, 2011; and

WHEREAS, the Fire Authority’s Board of Directors (“Board”) finds that it is in the best interests of the Fire Authority to adopt the “Fire Management Memorandum of Understanding Between The Nature Conservancy and Loveland Fire Rescue Authority,” attached hereto as **Exhibit A** and incorporated by reference (the “Agreement”); and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE
LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, AS
FOLLOWS:**

Section 1. That the Agreement is hereby approved.

Section 2. That the Chairperson of the Board is hereby authorized and directed to execute the Agreement on behalf of the Fire Authority, subject to such modifications in form or substance as the Chairperson, in consultation with the City Attorney, may deem necessary to effectuate the purposes of this Resolution or to protect the interests of the Fire Authority.

Section 3. That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this _____ day of April, 2012.

Jeffrey M. Swanty, Chairperson

ATTEST:

Secretary

APPROVED AS TO FORM:



Assistant City Attorney

A Resolution Approving a Memorandum of Understanding between the Nature Conservancy and Loveland Fire Rescue Authority for Fire Management Activities

FIRE MANAGEMENT MEMORANDUM OF UNDERSTANDING
Between
THE NATURE CONSERVANCY
And
LOVELAND FIRE RESCUE AUTHORITY

This is a Fire Management Memorandum of Understanding ("MOU") between The Nature Conservancy, hereinafter referred to as the "Conservancy," and Loveland Fire Rescue Authority, hereinafter referred to as the "Agency." This MOU is to facilitate cooperation of the two parties in wildland fire management. The Agency and the Conservancy shall be referred to individually hereinafter as a "Party" and collectively as the "Parties."

WITNESSETH:

WHEREAS, the Conservancy's mission is to preserve plants, animals, and natural communities that represent the diversity of life on earth by protecting the lands and water they need to survive; and

WHEREAS, the Conservancy owns and manages land in Colorado; and

WHEREAS, the Agency is a governmental entity that own and manages public and/or private lands throughout Colorado that contain a diverse array of plants and animals; and

WHEREAS, the Agency is responsible for conducting fire management activities within its jurisdiction and for assisting the Larimer County Sheriff's Office in wild fire suppression; and

WHEREAS, the management of many Conservancy and Agency lands requires proper use of fire management including prescribed burning and wildfire suppression, in a manner that considers natural resource needs; and

WHEREAS, the Conservancy and/or the Agency have expertise in fire management, including prescribed burning and wildfire suppression, and currently employ or have under contract personnel and equipment capable of performing wildland fire and other fire management activities; and

WHEREAS, the Parties benefit from experiences and training gained during wildland fire and other fire management activities and desire to work together to assist one another in wildland fire and other fire management activities; and

WHEREAS, the Agency is authorized to enter into this memorandum pursuant to Section 1.9 of that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity dated August 19, 2011.

NOW, THEREFORE, in consideration of the above premises, the Parties hereto agree as follows:

1. The following terms shall have the following meanings as used in this MOU:
 - a. **Assisting Party:** The Party that provides employees or volunteers to assist the Jurisdictional Party with fire management activities.
 - b. **Jurisdictional Party:** The Party that possesses ownership of and/or management authority over the land involved in the fire activities.
 - c. **Burn Boss:** The Person responsible for supervising a Prescribed Fire from ignition through mop-up, on behalf of and at the request of the Jurisdictional Party.
 - d. **Chief-of-Party:** The designated leader of the Assisting Party for a particular fire activity.

- e. **Project Officer:** The individual for each Party who is responsible for implementation of this MOU.
- f. **Incident Commander:** The person determined by Incident Command protocol to be responsible for overall management under this MOU of a particular suppression incident. The Burn Boss shall be responsible for oversight of the suppression action until a unified command structure is established. The Incident Commander or Unified Command may assign personnel from within the Incident Command Structure to assist in suppression action.
- g. **Conservancy Fire Manager:** Conservancy employee who provides overall fire management supervision and coordination on behalf of the Conservancy for a particular geographic area.
- h. **Prescribed Fire:** Any fire ignited by management actions to meet specific objectives.
- i. **Wildfire:** An unplanned, unwanted wildland fire including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects, and all other wildland fires where the objective is to put the fire out.

2. Upon request, personnel and equipment may be provided by the Agency to the Conservancy, or the Conservancy to the Agency pursuant to the terms and conditions outlined in this MOU. Provision of personnel and equipment shall be at the discretion of each individual Party, depending on workloads, priorities, and fire danger. Staff and equipment provided under this MOU may be used for, but are not limited to, the following purposes:

- a. Technical assistance including preparation or review of site or landscape-level fire management plans and prescribed burn unit plans, forest and other management plans, inventories and analysis;
- b. Pre-burn preparations including vegetation and fuel load sampling, control line construction and maintenance, environmental monitoring, and fuels manipulation;
- c. Burn implementation including project supervision, ignition, holding, fire behavior and weather monitoring, logistical support and mop-up;
- d. Post-burn monitoring and evaluation;
- e. Fire management training, annual refresher, and annual physical fitness testing; and
- f. Wildfire suppression activities.

3. The Jurisdictional Party shall determine who will perform as the Burn Boss for any given fire. The Parties shall mutually agree on who will prepare the Prescribed Fire plan (the "Burn Plan"). The Burn Plan must be reviewed and approved by the Jurisdictional Party prior to burn implementation. In addition, the Burn Boss must be provided an opportunity to review the Burn Plan prior to its implementation. For Prescribed Fires in which the Conservancy is the Jurisdictional Party, the Burn Plan must be approved by the designated Conservancy Fire Manager, and must address at a minimum the information listed in Appendix A or follow the National Wildland Fire Coordination Group (NWCG) burn plan template. In addition, when the Conservancy is the Jurisdictional Party and/or when the Conservancy prepares the Burn Plan, the Conservancy will complete an internal consequence analysis for the proposed Prescribed Fire, in accordance with Conservancy policies and procedures.

Each Burn Plan initiated pursuant to this MOU shall contain sufficient specificity with regard to objectives, responsibilities for various activities, reimbursement of costs, and each Party's role in particular tasks. The Burn Plan must be prepared with a high regard for safety and shall require implementation by an experienced Burn Boss. The Burn Plans shall identify the qualifications of burn personnel needed to implement the burn. Contingency planning in the event of an escaped fire will be an

essential element of each Burn Plan. To the extent the Party preparing the Burn Plan authorizes another Party to use said plan, the authorization is explicitly limited to the terms and conditions set forth in the Burn Plan. In addition, use of the Burn Plan shall not be authorized if the preparer of the Burn Plan gives verbal or written indication that burning is not appropriate on any given day. Any use of the Burn Plan shall be at the user's own risk.

4. In the event of an escaped fire, the Burn Boss shall declare the escape and the Agency shall notify the City of Loveland Communications Center. The Conservancy will support local and county fire suppression agencies as requested based on skills and qualifications of available personnel. Conservancy properties have a Wildfire Response Plan (WRP) that considers the ecologically sensitive areas that are important to biodiversity and provides guidance for wildfire suppression. The Parties will request that the Incident Commander follow these plans to the extent practicable when suppressing wildfires involving Conservancy properties. A Conservancy representative may fill the role of resource advisor and provide guidance identified in the WRP as requested by the suppression organization, however, the Incident Commander has the ultimate authority on how the fire will be suppressed.

5. In general, the Burn Boss may be an employee, volunteer or contractor of the Jurisdictional Party. However, in the event that the Burn Boss is an employee, volunteer or contractor of the Assisting Party, the final go/no go decision for a particular burn shall be jointly made by the Burn Boss and a representative of the Jurisdictional Party. A Chief-of-Party shall be designated for the purpose of overseeing the Assisting Party's employees and equipment. The Chief-of-Party shall work closely with the Burn Boss and the Jurisdictional Party. Members of the Assisting Party shall follow instructions of the Burn Boss when implementing this MOU, provided, however, that if the Chief-of-Party determines that the proposed Prescribed Fire or wildfire suppression is unsafe or has serious concerns about the advisability of a Prescribed Fire or engaging in specific wildfire suppression tactics, and is unable to reach a satisfactory agreement with the Burn Boss or Incident Commander to rectify the situation, he or she retains the option of refusing the assignment. Individual crew members of the Assisting Party shall have the right to refuse assignments or directives during a burn that they deem to be unsafe. Such individuals shall report their safety concerns to the Chief-of-Party.

6. The Jurisdictional Party for the burn shall be responsible for consulting with local fire districts, air quality departments, and sheriff offices, to obtain any necessary permits, licenses, and authorizations (including but not limited to obtaining any necessary governmental burn permits, air quality permits, and other required authorizations) and shall be responsible for any associated costs. The Jurisdictional Party shall also be responsible for obtaining access to the area, written permission to conduct a Prescribed Fire and waivers of liability from third-party landowners. Release of liability against the Conservancy shall be included on all third-party landowner waiver forms when the Conservancy is assisting the Agency on a Prescribed Fire; where time does not allow the Conservancy to specifically be named, the Conservancy shall be included on third-party waiver forms through a catch-all provision releasing other cooperators from liability.

7. The personnel or volunteers of one Party shall not be considered to be agents or employees of the other Party for any purpose, and no joint venture or principal-agent relationship shall be deemed to exist. Neither Party shall be required to pay any compensation to the other Party for any services rendered pursuant to this MOU, the consideration afforded under this MOU being adequate compensation to each Party. Each Party shall pay all salaries and benefits to its own employees and shall cover the costs of operation and maintenance of its own equipment, and there shall be no exchange of funds for the obligations described herein. However, a separately funded task order may be issued by one Party for payment to the other Party when exercise of this general rule would impose an inequitable burden on such other Party.

8. Personnel dispatched by the Agency or by the Conservancy shall meet the qualification standards of the National Interagency Incident Management System Wildland Fire Qualification System Guide, PMS 310-1 (June 2009 or later version) for the positions that they will occupy. The National Interagency Incident Management System Wildland Fire Qualification System Guide, PMS 310-1 (June 2009 or later version) allows local cooperators to jointly define and accept each other's qualifications. The Parties may also use the agency specific positions of Prescribed Fire Crewmember (RXCM) and

Prescribed Fire Burn Boss Type 3 (RXB3) on prescribed burns. See **Appendix B** for definitions of the RXCM and RXB3 positions. Each Party shall provide information regarding individual crew member qualifications to the other Party upon request. Each Party shall cooperate regarding fire management training opportunities. The Agency and the Conservancy agree to encourage interagency participation in sponsoring and coordinating training activities. This may include sharing instructors, providing slots in each other's training sessions, and, for NWCG qualified personnel, initialing successful completion of tasks in Position Task Books.

9. On behalf of itself, its officers, directors, members, employees, volunteers, agents, and representatives, each Party agrees that it shall be responsible for its own acts and omissions and the results thereof and that it shall not be responsible for the acts or omissions of the other Party, nor the results thereof. Each Party therefore agrees that it will assume the risk and liability to itself, its agents, employees, and volunteers for any injury to or death of persons or loss or destruction of property resulting in any manner from the conduct of the Party's own operations and/or the operations of its agents, employees, and/or volunteers under this MOU. Each Party further releases and waives all claims against the other Party for compensation for any loss, cost, damage, expense, personal injury, death, claim, or other liability arising out of the performance of this MOU, except to the extent caused by the gross negligence or willful misconduct of the other Party, provided, however, that either Party may agree to voluntarily compensate the other for damage to equipment in accordance with Paragraph 13 or for task orders in accordance with Paragraph 7.

10. The Agency as a party to this MOU does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities or protections provided by §§24-10-101, *et seq.*, C.R.S., as from time to time amended, or otherwise available to it, its officers, or its employees. To the extent permitted by law, the Conservancy shall be entitled to any and all applicable protections afforded under local, state, and/or federal law relating to the fire management activities conducted hereunder, either directly or indirectly through its assistance of the Agency, or any government agency.

11. Each Party shall carry appropriate workers compensation coverage for its employees participating in fire management activities under this MOU, and no employee of one Party shall be covered under the workers compensation policy of the other Party.

12. The Parties to this MOU appoint the following Project Officers for implementation of this MOU:

THE NATURE CONSERVANCY
Mike Babler
Fire Initiative Program Manager
2424 Spruce Street, Suite 100
Boulder, Colorado 80302
(303) 541 0357

LOVELAND FIRE RESCUE AUTHORITY RESCUE
Randy Mirowski
Fire Chief
410 East 5th Street
Loveland, Colorado 80537
(970) 962-2827

13. In the event of injury to personnel or volunteers of any participating Party, the Burn Boss or Incident Commander, as appropriate, shall provide or arrange for immediate medical treatment of any injuries incurred at the scene. Serious accident investigations (including but not limited to escaped Prescribed Fires, and accidents involving hospitalization or fatalities) will be undertaken at the discretion of either Party. All Parties will cooperate in any such investigation. In the event that the Assisting Party's equipment is excessively damaged (i.e., in excess of \$1000.00) or destroyed, an investigation shall be conducted in accordance with the Jurisdictional Party's policy and procedures. The investigation will produce a recommendation for reimbursement, replacement or repair. The Project Officers shall communicate promptly regarding any injury to personnel or damage to equipment and documentation shall be provided as requested.

14. Each Party shall carry at least \$5,000,000 of hazard and liability insurance with AM Best rating of A or better, written on an occurrence basis during the term of this MOU. Such insurance shall cover prescribed burn activities, including accidents or injuries resulting from smoke. If the Agency is self-insured, a Certification of Self-Insurance shall be provided to the Conservancy upon request. If the

Conservancy finds the Agency's insurance coverage to be insufficient, the Conservancy may terminate this MOU.

15. This MOU shall be effective from signature date latest in time by either Party (the "Effective Date") with a term through the end of the calendar year. The MOU shall then automatically renew for one-year terms on January 1 each year thereafter up to and including January 1, 2017. This MOU supersedes all prior or contemporaneous communications and negotiations, both oral and written and constitutes the entire understanding between the Parties relating to the work set out above. No amendment shall be effective except in writing signed by all Parties. A Party may withdraw from this MOU thirty (30) days following written notification to the other Party.

16. This MOU is not intended to, nor should it be construed to, effect or extend the legal responsibilities of any of the Parties hereto; create or modify any preexisting legal obligations, if any; or create for or extend any of the legal rights to any person. This MOU shall not be construed as or deemed to be for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever.

17. This MOU shall be interpreted, construed and governed by the laws of Colorado and such laws of the United States as may be applicable. In the event of any litigation over the interpretation or application of any of the terms or provisions of this MOU, the Parties agree that litigation shall be conducted in the state of Colorado.

18. If any provision of this MOU is held invalid by a court of competent jurisdiction, the other provisions shall not be deemed invalid as a result, and the Parties shall revise this MOU as necessary consistent with the intent of the Parties.

19. This MOU may be executed in counterparts, each of which when executed shall be deemed to be an original and all of which when taken together shall constitute one and the same agreement.

[End of page]

IN WITNESS WHEREOF, the Parties have executed this MOU, effective as of the last date written below.

Approved this ____ day of _____, 2012.

LOVELAND FIRE RESCUE AUTHORITY

Randy Mirowski, Fire Chief

ATTEST:


Secretary

APPROVED AS TO FORM:

Assistant City Attorney

Approved this ____ day of _____, 2012.

THE NATURE CONSERVANCY, a District of Columbia non-profit corporation



Timothy Sullivan, Colorado State Director

TIMOTHY SULLIVAN
Printed name

APPENDIX A:
MINIMUM PRESCRIBED BURN PLAN COMPONENTS:

- Signature Page
- Geographic location
- Sources of emergency assistance
- Description of the prescribed burn unit area (vegetation type and fuel models by percent of unit; narrative description of unit)
- Goals and objectives
- Fuel and weather prescription
- Desired fire behavior to meet objectives (narrative description)
- Smoke management
- Crew (number and organization)
- Equipment
- Day of burn operations (firebreak prep, ignition plan, holding plan, communications, mop-up standards, public relations)
- Contingency plan (predicted fire behavior for free-running fire, both inside and outside the unit; location, type and response time of emergency resources; secondary control lines)
- Backup source of water delivery
- Safety and medical information
- Documentation (confirmation of required planning, exemptions and justifications for any TNC guidelines)
- Go/No Go Checklist
- Post-burn activities
- Maps that clearly define the location of the burn unit and provide contingency information

APPENDIX B:

DEFINITIONS OF THE RXCM AND RXB3 POSITIONS:

RXCM- Prescribed Fire Crew Member (RXCM) participates in prescribed fire operations: ignition, holding, mop-up, monitoring, etc. All Conservancy staff and volunteers actively participating on a prescribed burn must be qualified as either a Firefighter Type 2 (FFT2) or RXCM. Principal difference between FFT2 and RXCM is the lower minimum fitness requirement for RXCM.

How to become a Prescribed Fire Crew Member

A Trainee must meet physical fitness requirement, complete Required Training listed below, and participate on one prescribed fire as a trainee.

Prerequisite experience to qualify as a RXCM Trainee: None

Minimum Required Physical Fitness: Moderate

Required Training:

- I-100 Introduction to Incident Command System (ICS)*
- S-130 Firefighter Training*
- S-190 Introduction to Wildland Fire Behavior*
- L-180 Human Factors in the Wildland Fire Service (included in S-130)

RXB3-The Type 3 Burn Boss is an agency-specific position used by TNC under certain circumstances. The position is intended for use on prescribed burns in landscapes where small, isolated fire dependent natural areas are surrounded by landcover that is mostly nonflammable. Typically, these sites exist in rural locations with low population in the surrounding areas, structures and smoke-sensitive areas are infrequent, and chance of large-scale fire spread is minimal. Fire Managers have the authority to determine which burns may be conducted by an RXB3 provided the burn meets the Criteria for RXB3 use.

Criteria for RXB3 use:

- Burn plan limits prescription parameters to those that make the possibility of spread or spotting outside the project area (off-site) negligible. Favorable conditions include those burn parameters that would maximize ability to control the prescribed fire and the ability to control spot fire or escapes.
- no aerial ignition
- Complexity Analysis conducted: if using the *NWCG complexity analysis*, no individual element may rank higher than "low"; if using the *TNC complexity analysis*, the burn has been rated as low complexity, and the first four elements of complexity analysis (safety, difficulty of containment, fuels and fire behavior, and wildland/urban interface) are rated no higher than 2, and the remaining elements of the complexity analysis are rated no higher than 3
- multiple fuel models will be allowed at the discretion of the Fire Manager
- Prescribed Burn Unit Plan must explicitly list RxB3 as acceptable for the burn



Agenda Item Cover

Item No.: 3

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Resolution Approving the Establishment of Rules and Regulations of the Loveland Fire Rescue Authority Including Rules and Regulations Regarding the Execution of Certain Agreements

EXECUTIVE SUMMARY

The intent of this resolution is to create parameters for allowing the Fire Chief to sign agreements that would allow him to conduct business on behalf of the organization. These parameters would allow the Chief to implement initiatives that are within the policies of the Fire Authority Board and commit funds that have been appropriated by the Board and the funding partners up to \$100,000.

BACKGROUND

Staff has been evaluating the benefits of allowing the Fire Chief to execute certain specific types of legal agreements on behalf of the Fire Authority. The advantage of this type of arrangement is more efficient and faster resolve to agreements that are business related, but do not have significant financial or political ramifications. The City of Loveland has sections in the municipal code, added in 2008, to allow the City Manager to sign certain intergovernmental agreements.

The agreements are limited to less than a \$100,000, a dollar threshold consistent with the signature authority the Chief has under the City of Loveland's purchasing policy. He has the authority to sign agreements \$99,999 or less.

Any agreement signed within these parameters would be outlined in the Chief's report in an effort to ensure that the Board is aware of commitments and contracting parties that are conducting business with the Loveland Fire Rescue Authority.

STAFF RECOMMENDATION

Approve resolution as written

FINANCIAL/ECONOMIC IMPACTS

There is no specific financial or economic impact.



Agenda Item Cover

Item No.: 3

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

ASSOCIATED STRATEGIC GOALS

Deliver cost effective services.

ATTACHMENTS

Resolution

Regulation

RESOLUTION # R-_____

A RESOLUTION APPROVING THE ESTABLISHMENT OF RULES AND REGULATIONS OF THE LOVELAND FIRE RESCUE AUTHORITY INCLUDING RULES AND REGULATIONS REGARDING THE EXECUTION OF CERTAIN AGREEMENTS

WHEREAS, the Loveland Fire Rescue Authority (“Fire Authority”) is authorized, among other things, to adopt policies respecting the exercise of its powers and the carrying out of its purpose consistent with the terms of that certain Intergovernmental Agreement for the Establishment and Operation of the Loveland Fire Rescue Authority as a Separate Governmental Entity dated August 19, 2011 (“Formation Agreement”) and the Fire Authority bylaws; and

WHEREAS, the Fire Authority seeks to develop and implement rules and regulations to set forth the Fire Authority’s policies respecting such exercise of its powers and carrying out of its purpose; and

WHEREAS, as part of such rules and regulations, the Fire Authority desires to address the execution of certain agreements to which the Fire Authority is a party and wherein approval of the Fire Authority Board of Directors (“Board”) and execution by the Board Chairperson must occur; and

WHEREAS, the Fire Authority seeks to facilitate approval of agreements that are in furtherance of the purpose of the Fire Authority or that are in furtherance of a policy, work plan item, project or agreement that has been specifically approved by the Board, by authorizing the Fire Chief to execute such agreements; and

WHEREAS, Section 1.8 of the Formation Agreement empowers the Board to designate the Fire Chief as the person authorized to execute agreements on its behalf; and

WHEREAS, the Board finds that it is in the best interests of the Fire Authority to adopt rules and regulations to carry out its purpose, including rules and regulations for the execution of certain agreements by the Fire Chief as set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOVELAND FIRE RESCUE AUTHORITY, STATE OF COLORADO, AS FOLLOWS:

Section 1. That there shall be Rules and Regulations of the Loveland Fire Rescue Authority to carry out its purpose.

Section 2. That there shall be designated a section of such rules and regulations regarding the execution of agreements that shall read in full as follows:

Execution of Agreements

A. Except as provided in subsection C. below, all agreements or cooperative activities, including intergovernmental agreements between the fire authority and any other party, shall be submitted to the board for review, and approval thereof shall be by resolution of the board.

B. Any agreement or cooperative activity that by its terms is a mutual aid or automatic aid intergovernmental agreement for fire services first shall be approved pursuant to this section, and then shall be submitted to and approved by the Loveland Rural Fire Protection District Board and the Loveland City Council in order to be operative.

C. The fire chief or his designee is hereby authorized to execute any agreement when the proposed agreement:

- 1. involves no direct, monetary payment by the fire authority, is in furtherance of the purpose of the fire authority and, in the judgment of the fire chief, does not entail any significant policy considerations; or
- 2. is in furtherance of a policy, work plan item, project, or agreement that has been specifically approved by the board and:
 - a. the execution of the agreement is required by state or federal law; or
 - b. any direct, monetary payment to be made by the fire authority under the terms of the agreement does not exceed \$100,000.

D. Notwithstanding anything in this section to the contrary, the fire chief shall not be authorized to execute any agreement that is required to be approved by the board pursuant to any state law other than C.R.S. Section 29-1-203, as amended.

E. The fire chief shall notify the board at the next regularly scheduled board meeting of the execution of any agreement under the authority granted in subsection C.

Section 3. That this Resolution shall go into effect as of the date and time of its adoption.

ADOPTED this _____ day of April, 2012.

Jeffrey M. Swanty, Chairperson

ATTEST:

Secretary

APPROVED AS TO FORM:


Assistant City Attorney

A Resolution Approving the Establishment of Rules and Regulations of the Loveland Fire Rescue Authority Including Rules and Regulations Regarding the Execution of Certain Agreements

Execution of Agreements

A. Except as provided in subsection C below, all agreements or cooperative activities, including intergovernmental agreements between the fire authority and any other party shall be submitted to the board for review, and approval thereof shall be by resolution of the board.

B. Any agreement or cooperative activity that by its terms is a mutual aid or automatic aid intergovernmental agreement for fire services first shall be approved pursuant to this section, and then shall be submitted to the Loveland Rural Fire Protection District Board and the Loveland City Council for approval in order to be operative.

C. The fire chief or his designee is hereby authorized to execute any agreement when the proposed agreement:

1. involves no direct, monetary payment by the fire authority, is in furtherance of the purpose of the fire authority and, in the judgment of the fire chief, does not entail any significant policy considerations; or
2. is in furtherance of a policy, work plan item, project, or agreement that has been specifically approved by the board, funds have been appropriated by the board and:
 - a. the execution of the agreement is required by state or federal law; or
 - b. any direct, monetary payment to be made by the fire authority under the terms of the agreement does not exceed \$100,000.

D. Notwithstanding anything in this section to the contrary, the fire chief shall not be authorized to execute any agreement that is required to be approved by the board pursuant to any state law other than C.R.S. Section 29-1-203, as amended.

E. The fire chief shall notify the board at the next regularly scheduled board meeting of the execution of any agreement executed under the authority granted in subsection C.



Agenda Item Cover

Item No.: 4

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Update on the Fire Authority Capital Construction Funding

EXECUTIVE SUMMARY

The City of Loveland Fire Capital Expansion Fee Fund has been the funding source identified for station construction and the related new equipment. Fire Capital Expansion Fees (CEF's) are charged on new construction and are accumulated in this fund. The use of these funds has been restricted for new construction and equipment to meet the demands of community growth. March 30, 2012 the City's Budget Office distributed the revised revenue estimates for the capital improvement plan. The following changes were made to the Fire Capital Expansion Fee Fund:

- 2012 Beginning Balance was increased slightly based on 2011 revenues and expenditures;
- 2012 Fire CEF collections were increased from \$146,900 to \$241,200, all of the collections for years that follow remained the same; and
- The interest rate was reduced for 2012 and the remaining rates were moved up one year resulting in minor interest revenue changes.

While the projected funding available for the Station 2 construction/relocation would be \$708,436 short of what is needed in 2013 and the projected funding for Station 10 construction and equipment would be \$608,406 short of what is needed in 2016, there are some considerations that have not been incorporated in the projections.

- An economic recovery that would include an increase in construction activity
- Sale of the Rossum Drive property
- Loveland Rural Fire Protection District contribution to Station 10 construction and equipment
- Accelerated repayment of the interfund loan either from sale proceeds, advance payment from the Council Reserve or additional General Fund Balance.

BACKGROUND

The City prepares a rolling ten year capital improvement plan and then incorporates the operations impact of that plan in the ten year rolling General Fund operating financial master plan as reported to you last month. The table that follows highlights the process for refining the 2013-2022 capital improvements plan during 2012.



Agenda Item Cover

Item No.: 4

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

Proposed Date in 2012	Process Steps as Distributed by the City's Budget Office 3/30/12
April 4	Capital Project Forms Distributed
April 20	Forms Due back to Budget
May 8	Management Team Priority Setting for Capital Projects
Month of June	City Manager Decisions and Draft Capital Improvement Plan
July 30	Draft Capital Improvement Plan Completed
August 14	City Council Study Session on the Capital Improvement Plan
September 11	City Council Study Session on the 2013 Proposed Budget
October 2	Public Hearing and First Reading of 2013 Proposed Budget
October 16	Second Reading and Adoption of the 2013 Proposed Budget

During this process the Fire Capital Expansion Fees Fund will need to be balanced (resources projected to be available must meet or exceed the projected expenditures). Staff will continue to work with our partners to develop strategies for ensuring that this fund "carries" a positive fund balance.

STAFF RECOMMENDATION

The data is information only to more clearly demonstrate the status of capital construction and related equipment funding.

FINANCIAL/ECONOMIC IMPACTS

While the resources available exceed the projected expenditures in total through 2020, there are short falls of \$708,436 in 2013 related to the Station 2 project and \$608,406 in 2016 related to the Station 10 project.

ASSOCIATED STRATEGIC GOALS

Deploy appropriate incident specific resources and deliver cost effective services.

ATTACHMENTS

Table: Fire CEF Fund

FIRE CEF Fund

Current Plan

	2012	2013	2014	2015	2016	2017	2018	2019	2020	Total 2012-2020
Resources:										
Beginning Balance (2012 Revised Based on 2011 Year End)	\$2,464,584	\$1,932,732	(\$708,436)	\$56,974	\$852,250	(\$608,406)	(\$444,446)	(\$275,566)	(\$101,616)	\$2,464,584
Estimated Collections	241,200	147,820	150,040	154,540	159,180	163,960	168,880	173,950	179,170	1,538,740
Interest on Beg Balance	41,898	36,722	0	1,766	28,124	0	0	0	0	108,510
Interfund Loan Repayment	115,050	574,290	615,370	638,970	651,040					2,594,720
Total Resources	\$2,862,732	\$2,691,564	\$56,974	\$852,250	\$1,690,594	(\$444,446)	(\$275,566)	(\$101,616)	\$77,554	\$6,706,554
Expenditures:										
Station 6 Expansion budget amount (est. from architect)	930,000									930,000
Relocate Station 2 (11,885 sq ft @ \$191 per sq ft, plus \$230k gen cond. Plus \$400k site costs)		2,900,000								2,900,000
Heavy Rescue Truck for Station 2		500,000								500,000
Construction of Station 10- NW Location (9,000 sw ft @ \$191/sq ft, plus \$230k gen cond., plus \$350k site costs					2,299,000					2,299,000
Total Expenditures	\$930,000	\$3,400,000	\$0	\$0	\$2,299,000	\$0	\$0	\$0	\$0	6,629,000
Resources less Expenditures	\$1,932,732	(\$708,436)	\$56,974	\$852,250	(\$608,406)	(\$444,446)	(\$275,566)	(\$101,616)	\$77,554	\$2,542,138

**Interest Assumptions (based on Budget Office
CIP, sent out 3/30/12)**

1.70%	1.90%	2.60%	3.10%	3.30%	3.70%	4.30%	4.60%	4.70%
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Agenda Item Cover

Item No.: 5

Meeting Date: April 12, 2012

Prepared By: Renee Wheeler, Public Safety Administrative Director

TITLE

Review Briefing Papers and Correspondence

EXECUTIVE SUMMARY

The Chief's report includes a variety of general updates including:

- Strategic Plan Update
- Fire Station 6 Update
- Rural District Mill Levy Election Update
- Changes to the Fire Rescue Advisory Commission
- IGA work on Wildfire Mitigation for Municipalities that Own Land for Utilities
- Grants
- Positive Pressure Attack

BACKGROUND

This section of the agenda is intended to provide general information to keep board members apprised of project status.

STAFF RECOMMENDATION

N/A

FINANCIAL/ECONOMIC IMPACTS

N/A

ASSOCIATED STRATEGIC GOALS

N/A

ATTACHMENTS

Fire Chief's Monthly Report

Strategic Plan Outline and Overview

Ice Climbing Rescue Thank You Letter

Council Member Hugh McKean Letter

Crew Recognition Engine 1 and 3

February Statistics



Loveland Fire Rescue Authority Board

Fire Chief's Monthly Report

April Board Meeting, 2012



This monthly report is intended as an update to the fire authority board on important information that impacts the organization and the authority board.

Strategic Plan Update- FRAC has completed their work on the citizen's review and editing of the 2012 Strategic Plan. The document has now gone on to our technical writer, Mary Sovick of *Fireline Communications*. Mary will be doing the final edits for style, voice and readability (non-substantive). She is expected to have her edits completed prior to the May fire authority board meeting. Attached to this update is an overview of the eleven sections of the 2012 Strategic Plan for your review.

Fire Station Six Update- Within the last month two very important milestones were achieved. The first was a neighborhood meeting where residents living near station six could come in, see the project design and ask questions; all feedback from this meeting was favorable to the project. Secondly, the comprehensive process for the selection of the project's contractor got underway with evaluation of the contractor's Statement of Qualifications (SOQs). In all 16 contractors applied for and submitted SOQ's, of which six made the short list. Those six are:

- Bryan Construction
- Delta Construction
- Dohn Construction
- Drahota Commercial
- Golden Triangle Construction
- Heath Construction
- White Construction Group

The next steps in this process will be the pre-bid meetings and the actual bid process, followed by the bid evaluations, which are planned for May 17-21. The selected bid and contractor are scheduled to go before City Council for approval on June 19.

Mill Levy Election Update- Counselor Greg White will provide an update and progress report to the Board on the mill levy election for the Rural Fire Protection District.

Changes in the Fire Rescue Advisory Commission (FRAC) - For eight months, FRAC has been focused on the strategic plan review and editing process. Now that the project is nearing completion, FRAC will be taking on new members, have additional representation and membership from the Rural Fire Protection District and new leadership (the current Chair and Vice-Chair are retiring from FRAC in June). This is a great time for our commission to regroup and set new direction for the future. I am anticipating a process for the remaking of FRAC to last several months. The goal will be to re-establish this commission within the parameters of operation set forth by the City Council and the City Manager, yet reconstruct the group and its leadership for a new direction that coincides with the implementation of the fire authority and the department's new strategic plan.

SB 12-1285: IGA to Address Wildfire Mitigation for Municipalities Owning Land for Utilities in the Wildland Area-

We have been working together with Poudre Fire Authority and the Larimer County Sheriff to create an IGA to deal with the new requirements of Colorado SB 12-1285. A summary of the bill is included below. Our staff has been working with the City Manager's office and our attorney, Moses Garcia, to prepare for the needed legal changes in the IGA as part of the new requirements of this legislation. Parks Director Gary Havener and Water and Power Director Steve Adams have also been apprised of the situation and the work that is being done.

Summary of bill HB12-1285

Existing law requires each municipality that owns any land area either entirely or partially outside its own territorial boundaries and inside the territorial boundaries of a county and that contains at least 50% forest land or land that constitutes a wildland area to enter into an intergovernmental agreement by July 1, 2012, with the county for the purpose of mitigating forest land or wildland fires affecting the contiguous land areas of the municipality and county.

The bill sets up parallel requirements for municipalities that own any land area inside the county for utility purposes. If not, the existing statutory requirements apply. However, if the municipality owns land for utility purposes, then, on or before July 1, 2012, each municipality that owns any land area for utility purposes that is located either entirely or partially outside its own territorial boundaries and inside the territorial boundaries of a county and that contains at least 50% forest land or land that constitutes a wildland area shall either:

- * Enter into an intergovernmental agreement with the county for the purpose of mitigating forest land or wildland fires affecting the contiguous land areas of the municipality and county;

- * Enter into an agreement with the Colorado state forest service for the purpose of mitigating forest land or wildland fires affecting the contiguous land areas of the municipality and county, and provide notification of the agreement to any county in which the municipality owns any land area.

Grants Update-

Currently, the department has two operational grants that it is utilizing for tools and equipment- Assistance to Firefighters Grant (AFG) and one for personnel- Staffing for Adequate Fire and Emergency Response (SAFER). The latest grant award was for our AFG for Self-Contained Breathing Apparatus (SCBA) and Automatic External Defibrillators (AED). The department just signed the contract, after City Council approval, for 108 new Scott AP-75 Air Packs. These new state of the art units will replace a fleet of older, obsolete units that will help improve service and safety for our firefighters. We expect delivery of the units from our supplier, MES, within the next two months. This AFG award was worth nearly \$600,000 in product. We are nearing our the start of our third year in the SAFER grant that awarded the department enough funding for the part-time-paid program, which provided the needed funding for the third firefighter on Engine 3 and Engine 5. This SAFER performance period runs through August of 2013.

Positive Pressure Attack- Since the last quarter of 2011, LFRA personnel have been involved in a planned year-long training program to improve firefighter and citizen safety using a tactical operation known as Positive Pressure Attack (PPA). The entire PPA training program is made up of classroom training sessions, training in a newly constructed PPA training prop, and multiple company drills utilizing live fire training and the training center's burn house. Some added, moderate, expenses have been, or will be, incurred with the training prop and some various tools and equipment needed for this tactical operation. However, the improvement in life safety for our citizens and firefighters makes this more than worth the effort and expense. The PPA training is also being funded as a regional, joint training effort between LFRA, Berthoud and Johnstown. Greeley Fire Department and Poudre Fire Authority moved to this tactical operation in 2007 and 2008. It requires the ability to have three firefighters per Engine Company to do this safely, so we are in a time frame where this will soon be doable for all LFRA engine companies. Below is a technical definition of PPA and an actual picture depicting it in operation.



Positive Pressure Attack is the use of gasoline powered fans (blowers) operating at a high level of cubic feet per minute (usually 15,000 cfm or higher) to force heat, smoke and toxic gases out of an opening during initial fire attack.



Loveland Fire Rescue Authority Strategic Plan- Outline and Overview

The 2012 Strategic Plan for LFRA has been completed. There are eleven sections to the document, including the Appendix section. Following is a brief overview of each section.

SECTION I: Executive Summary- A brief overview of the entire document with a focus on history, process, timelines and Model 1 the Basic Services Expansion Plan.

SECTION II: Introduction- Establishes the case for strategic planning, anticipated benefits and addresses the data portion and its accuracy and the overall scope of the strategic plan.

SECTION III: Loveland Fire Rescue and the Fire Authority- Basic Planning Assumptions- A brief overview of the organization, funding and future revenue allocations of the fire authority; along with the mission, vision and values, and basic planning assumptions are included.

SECTION IV: The Fire Protection and Emergency Services Situation- The basic demographics of the response area including population, growth, vulnerability, forecasting and current emergency services are covered. A comparison to other regional departments is also included.

SECTION V: Staffing and Deployment- This section highlights the basic staffing and deployment needs for LFRA and gives an overview of the Three-Tiered Staffing Model in use by the department; including benefits, cost-effectiveness and concerns.

SECTION VI: Model 1 Basic Services Expansion Plan- A history and the specifics of Model 1 are included in this section. Areas such as current and future staffing needs and expansion, large capital replacement and facilities expansion, along with the four phased process for implementation and estimated costs are all included.

SECTION VII: Specialized Areas- This section highlights the specific services provided and future needs within the specialized areas including EMS, Wildland, Specialized Operations Team, Training and the Community Safety Division.

SECTION VIII: Performance Measurements and Standards and Communications- An intro to performance measurements and history, including segments about ISO and ICMA, fire department accreditation and LFRA's current and future use of performance measurements.

SECTION IX: Fire Protection & Emergency Services Goals, Objectives and Service Level Indicators- This section creates and establishes the organizational goals and objectives and what service level indicators will be utilized to track and measure organizational performance during the operational period of the strategic plan.

SECTION X- Recommendations- Recommendations and timelines are listed in this final section.

APPENDIX- Associated documents that are linked to the plan are contained herein.

March 22

To: Capt Jason
 Pitt Shawn
 Lt. Robert
 Eng. Shelby
 Pitt Chris

Lt. Dave
 Engs Ron & Jeremy > Station 6
 Eng. Ricky & Pitt Alex Station 1
 Eng. Floyd from Station 5
 & VFF Derek from the
 Training Center

(and all the non-Loveland folks!)

I really don't know how to
 thank you guys for bringing me
 down from my failed attempt
 @ ice climbing -

Please know I thank God &
 all of you for being there for
 me & allowing me to be
 mobile for the rest of my
 life (let's hope!)

Jeanne Machon

Incident at my house

Ward III - Hugh McKean <Hugh.McKean@ci.loveland.co.us>

Chief,

I just wanted to take a minute and tell you about how great your guys are.

I was digging around a stump this morning and cut the gas service line to my house. I called Xcel and then called the back line to emergency services and told them that we had a gas leak and that it was not an emergency. The guys at Station 3 were training so the crew that responded were from Station 1 and got on scene in less than 10 minutes. They hooked up and excavated the line around the same time the Xcel fellow showed up and they clamped it off. After making sure that everything was secure they checked the house for fumes, cleaned up their equipment and headed back to the station.

Your men could not have been nicer, more professional and more of a testament to what you perpetuate in the Fire Authority. You know that you have (and have had) my unflinching support but it was a joy to get to see your men in action. You saved my home today Chief, and my neighbors and for that, and for so much more, I thank you.

Send me the names of all the guys who responded today. I'd like to give them a public thank you as well as a little public service message about locating utilities. I'm a little bit old school, it was just a stump after all, but from now on I'll make the call.

Hugh

Hugh McKean
Loveland City Council
Ward III
970-581-3754

Crew Recognition**Scott Pringle** PringS@ci.loveland.co.us**Tue 3/27/2012 3:49 PM**

Chief Davis,

I received a phone call from Solid Waste Division crew supervisor Terry Cook today regarding LFRA's response to a fire located in the collection bin of a City trash truck on March 15th. Terry asked me for the names of the crew members that assisted at the call. He stated that he wanted those names because he planned to send some sort of formal thank you/recognition to them for their efforts. Terry was thankful for the time and efforts they put into the incident.

These are the names I provided him:

- Engine 3 – Clark, Van Heel, and Gaberik
- Engine 1 – Chase, Wynkoop, and Nakata

Please let me know if anyone was overlooked, and I'll then send an update to Terry if necessary. I believe that you and S2 were also dispatched and staged for a while before being released.

On a related note, Terry also mentioned that he was able to determine which house/resident had placed hot ashes into the trash, which caused the fire. He has spoken with that resident, who did admit to disposing of hot ashes. Terry didn't give me the details about that resident, but did say he was planning to seek restitution for the damage to the trash collection truck.

Scott Pringle

Deputy Fire Marshal

Loveland Fire Rescue Authority

Community Safety Division

410 E. 5th St.

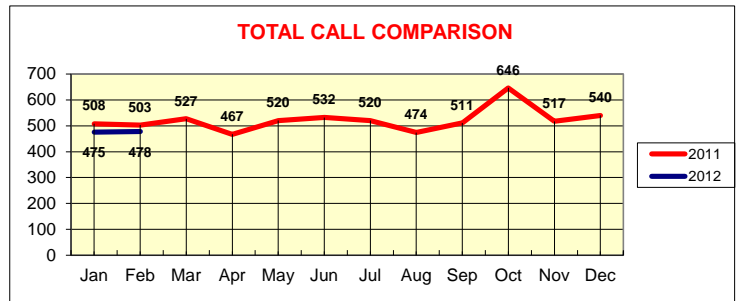
Loveland, CO 80537

(970) 962-2614

"The greatest impact we can have on community safety is through preventative education."



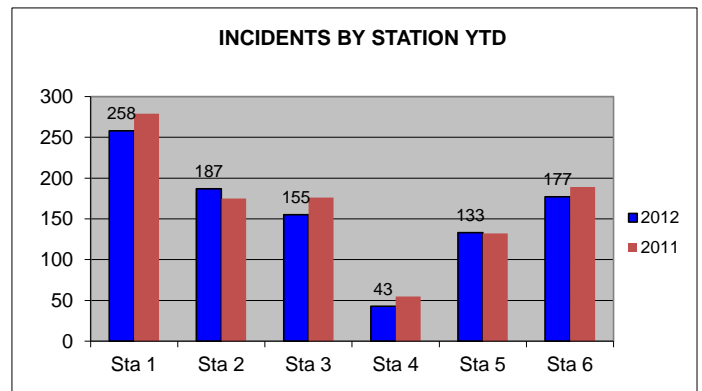
CALL INFORMATION					
INCIDENT TYPE	CITY	RURAL	MO. TOTAL	YTD	%
Structure Fire (Residential)	0	1	1	3	
Structure Fire (Commercial)	0	0	0	0	
Vehicle Fire	0	2	2	6	
Grass/Wildland Fire	1	1	2	3	
Smoke/Odor Investigation	4	1	5	19	
Fire Alarm	27	4	31	68	
Other Fire	11	4	15	34	
Total Fire Related	43	13	56	133	14%
Total Medical (EMS)	242	35	277	522	55%
Motor Vehicle Accident	21	17	38	83	
Hazmat	7	0	7	13	
Water/Ice Rescue	0	0	0	1	
Carbon Monoxide	11	0	11	24	
Public Asst. (Service)	16	4	20	45	
Cancelled Enroute	20	27	47	81	
No Incident Found	0	0	0	8	
Airport Standby	22	0	22	43	
Airport Emergency	0	0	0	0	
Total Miscellaneous	97	48	145	298	31%
Month-End Total	382	96	478		
Year Cumulative	748	205		953	
Percentage YTD	78%	22%			



AUTO & MUTUAL AID YTD						
	Ft. Collins	Hrs.	BT Canyon	Hrs.	Windsor	Hrs.
AA/MA Received	3	1			5	2
AA/MA Given	24	17	8	3	3	1
Totals	27	18	13	5	8	3

Average Response Times YTD
 Call to Tone Out 1.94 Minutes
 Dispatch to Enroute 1.7 Minutes
 Enroute to 1st Arrival 3.52 Minutes
 Average on Scene 15.11 Minutes

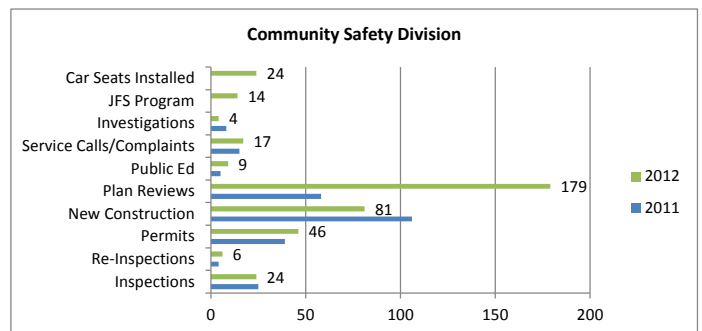
Fire Confined to Room of Origin 75%



LOSS/SAVE INFORMATION				
Type of Fire	City		Rural	
	Loss	Save	Loss	Save
Residential Structure	\$ 142,660	\$ 60,487	\$ -	\$ -
Commercial Structure	\$ -	\$ -	\$ -	\$ -
Other Fires	\$ -	\$ -	\$ -	\$ -
Month Total	\$ 142,660	\$ 60,487	\$ -	\$ -
Year Cumulative	\$ 168,764	\$ 126,858	\$ 102	\$ 300,157

COMMUNITY SAFETY DIVISION				
Activity	City	Rural	Total Hrs.	YTD No.
Inspections	12	0	13	24
Re-Inspections	3	1	3	6
Permits	28	1	7	46
New Construction	41	3	31	81
Plan Reviews	115	1	49.5	179
Public Education*	7	0	4.5	9
Service Calls/Complaints	10	0	6	17
Investigations	1	1	5	4
Car Seats Installed	16	0	8	24
Juvenile Firesetter Program	7	1	30	14
Month-End Total	240	8	157	
Year Cumulative	378	26	303.5	404

274 Public Education Contacts YTD



TRAINING NEWS		
	Hrs/Month	Hrs. YTD
Shift	1,093.00	2,634.00
Volunteer	88.00	247.00
Admin.	127.00	245.00
Month Total	1,308.0	3,126.0
Year Cumulative Training		3,126.0
Volunteer Shift Hours		967.00
Yr Cumulative Volunteer Shift Hours		1,914.00

Special Ops	Courses	Hours	Fill Hrs	SO Fill \$
Collapse	2	2		
TAC	6	34		
Team IC	2	2		
Rope	11	12		
Confined Space	2	1.25		
Trench	0	0		
Search/Rescue	0	0		
Water	6	12.5		
Wildland	103	376.75		
Month		441	3.5	\$141.50
YTD		782	3.5	\$141.50