



## Loveland Fire & Rescue Advisory Commission Meeting Minutes

Wednesday, October 10, 5:30 p.m.  
Fire Administration Building (FAB)  
Emergency Operations Center (EOC), 2<sup>nd</sup> Floor  
410 E. 5<sup>th</sup> St., Loveland, CO 80537

**Meeting called to order at 5:40 p.m.**

**Present:** Chair Jonathan (Jon) Smela, Vice Chair Janet Bailey, Paul Pfeiffer, Jerry Ward, William (Willy) Tillman, Rural Board member Andy Anderson, Renee Wheeler, Fire Chief Randy Mirowski, Division Chief Ned Sparks, and Lisa Burkland

**Absent:** David (Dave) Adams and Mayor Cecil Gutierrez

**Minutes Approval:** Vice Chair Janet Bailey moved to approve the September 12th, 2012 minutes and Paul Pfeiffer seconded the motion. Motion carried.

**City Council Report:** presented by Chief Randy Mirowski in the Mayor's absence

- ❖ Information from last night's City Council meeting
  - Fire Authority budget approved.
  - Council focus on the Airport:
    - Attended an airport study session to acquire another airline carrier.
    - Addressed the subject of building and staffing a tower.
  - Council focus on Oil and Gas Exploration ("Fracking"):
    - The Chief and Mayor attended the 2012 Natural Gas Symposium at CSU.
    - There is a moratorium on oil and gas well permits in the City until February.
    - No moratorium exists in the Rural District.
    - There have been two well permits applied for ("Miracle Wells") in the Loveland Rural Fire District, in Johnstown near I-25 and Highway 34.
    - LFRA is working to gain a strong relationship with oil well and gas companies operating in this region.
    - Loveland could be the training hub/central location for Northern Colorado fire departments for emergency response to fracking incidents.
    - It was asked if there is apparatus specifically for fracking incidents; LFRA is not aware of any in service.

- Also asked, what is the availability of inspectors hired by the State to monitor well sites? There are 17 inspectors in the State but given the number of well sites, they are challenged to meet the need.

**Chief Updates:** presented by Chief Randy Mirowski

- ❖ No questions asked about the Chief's report.

< Chief Randy Mirowski and Division Chief Ned Sparks left the meeting at 5:55 p.m. -attending the training session for the Big Thompson Canyon Fire Department>

**Rural Board Update:** presented by Rural Board member Andy Anderson

- ❖ In the Rural Board meeting they approved the budget for the Authority for 2013.
- ❖ The Station 2 Land acquisition was discussed.
- ❖ DC Sparks had given an updated status on the Station 6 remodel and how it was making good progress; the project is expected to be completed on time and under budget.
- ❖ In December work will be finalized on the Rural District budget for 2013.
- ❖ Canyon Assistant Chief Weber is resigning to move to Sinclair, Wyoming.
- ❖ Loveland has conducted 3 training events with Windsor (Mutual Aid)

**FRAC Agenda & Brainstorming:** Presented by Chair Jonathan Smela

- ❖ Reviewed last month's notes from the easel pad. (see "September Easel Notes" attached photo)
  - 9 bullet points from last month.
  - Noting the quarterly *Budget Biz* as a resource for tracking performance measures.
- ❖ Additions to bullets and notes were made during brainstorming. (see "October Easel Notes" attached photo)
  - Cross communications plan with FRAC, Rural and Authority.
  - Station 2 planning is already well underway, so keep in mind on planning for the future station 10 along with the growth of 402/I-25 area- ideas and input.
  - It was asked about the implementation side of the strategic plan; it is a long-term oversight, not operations. The Strategic Plan is a living document for regular review.
  - Also clarified on the performance measures, "Significant Seven", can review and give input on the annual report. There may be a more pro-active timing than annually for this. It was added that there is the gathering data phase to feed into the metrics; quarterly trends could be the way to go.
  - Regarding more understanding on how we can assist on the Prevention side of Fire, public education is specifically targeted.
    - It was mentioned that assistance would be beneficial to prevention since they have endured cutbacks in staff.
    - The Lieutenant hiring for CSD has been placed on hold pending the outcome of the Rural District mill levy election, this position will be impacting inspections, outreaching, and public safety.
  - A possible project with advocates of fire victims was suggested.
    - Some long term members of FRAC mentioned how this type of project was worked on in the past but did not get implemented; could be revisited.

- It was noted that PFA provides off-duty firefighters to the scene for victims rather than volunteers.
  - Possible options to work-on; bins of necessities in their time of need and information resource packets, etc.
  - A Communications Plan was suggested as a task.
    - Incorporating many of the bullet points.
    - Social Media.
    - How to use the newspaper.
    - What other means to use.
  - LFRA has taken on a new topic where State legislation is holding fire jurisdictions responsible for firefighter cancer claims.
    - This is due to the regular exposure the firefighters may have.
    - Cases are showing up in the industry.
    - There is an educational element needed for this topic, safety measures, as well as a fund reserve element.
    - The State Chiefs' group could be a good resource for communications.
- ❖ The team will now work on grouping the bullets and assigning time frames.
- Possibility of having focus groups- to capture survey data from the attendees.
    - Data from citizens that have been involved in incidents and have not.
  - The budget time – late June to early July budget due to City Manager. So, May/ June time frame could be beneficial for FRAC to be involved.
  - Service is slated as a long term project along with Prevention and Community Outreach.
  - Oversight of the Strategic Plan, April time frame, before the May deliverable report.
  - Spring/Summer time, training facility brainstorming along with a field trip.
  - Annually or more can do cross-board interactions, may include other agencies like Thompson Valley EMS (agreement in the works).
  - Jon will encompass the grouped bullet points into a schedule along with some input from the Chief and Renee and present to FRAC at the December meeting.
- ❖ The November FRAC meeting will have a specific agenda with the Construction Advisory Board (CAB) including presentations on the Building, Residential and Fire codes.

**Note:** A question was asked if there's a minimum age requirement to be on a board: Attorney interpretation when asked is there a minimum age for serving on a board or commission:

“The Boards and Commissions provisions in the charter (10.2) As well as City Code section 2.60 and neither contain a minimum age requirement. Only the Youth Advisory commission has age requirements (that being middle or high school student under the age of 21 years). Section VI.I C. (eligibility requirements) of the Boards and Commissions Handbook provides no additional guidance, unfortunately.

Section VII.F (recommendation and appointment) does state that “[t]he appointment [of a member] shall be based on qualification, experience, knowledge, interest, willingness to serve, ward residency, the need for a diverse cross-section of the community, past and current service on other city boards and commissions, and other factors deemed relevant by the City Council.

So, there is no minimum age requirement. My thought, from a common sense standpoint, is that a person who is qualified, has knowledge and experience, etc. will most likely be at least 18 years of age. . . “

**Public Comment/Presentation:** No public comment.

**Motion to Adjourn:** Meeting adjourned at 7:15 p.m.

The next FRAC meeting will be Wednesday, November 14<sup>th</sup> at 5:30 p.m. in the EOC.

Minutes respectfully submitted by Lisa Burkland, CSD Office Support Specialist

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**By: /s/ Jonathan Smela  
Chair**