



Loveland Fire Rescue Advisory Commission Meeting Minutes
Wednesday, March 22, 2017, 5:30 p.m.
Development Center
Emergency Operations Center (EOC), 2nd Floor
410 E. 5th St., Loveland, CO. 80537

Meeting called to order at 5:31 p.m.

FRAC Present: Chair Jonathan (Jon) Smela, Fire Chief Mark Miller, Paul Pfeiffer, Leroy (Andy) Anderson, Leo Wotan, Elton Bingham, Plan Facilitator Randy Mirowski, Janet Bailey and Bonnie Wright.

FRAC Absent: Division Chief Greg Ward, Division Chief Ned Sparks, City Council Representative John Fogle and Renee Wheeler

1. **Minutes approval:** presented by Chair Smela
Member Pfeiffer motioned to approve the January 11, 2017 minutes; Member Anderson seconded the motion. Motion carried.
2. **City Council updates:** presented by Chief Mark Miller
 - ❖ Last night City Council discussed several things that will impact LFRA – Capital Expansion Fees, Plans Based and Equity Based fees. This will remain status quo until September.
 - ❖ Council took its first look at the 2018 budget last night.
 - ❖ The 2018 budget should be similar to 2017s LFRA budget.
 - ❖ There was discussion about the Gallagher Amendment, which is used as a way to calculate the percent of property taxes that goes to residential versus commercial.
 - ❖ This means less revenue for LFRA in the rural district because of lower property taxes on residential property.
 - ❖ In 2019 and 2020 the department will be operating in the red. The rural district will be looking at a mill levy increase in 2018. A 1.5 mill increase is possible for the rural district.
3. **Chief Updates:** presented by Chief Mark Miller
 - ❖ There were no questions asked about the Chief's Report.
4. **Rural District Board Updates:** presented by Rural Board Member Andy Anderson

- ❖ Member Anderson commented that there have been some complications meeting with the property owners regarding Fire Station 7.
 - ❖ Member Anderson mentioned the possibility of purchasing some land for a fire station in the 2534 area and Highway 402 area.
 - ❖ 5 new firefighters are going through the academy.
5. **Meeting Format Revision and Scope:** Chief Mark Miller
- ❖ After a few months off, FRAC is reconvening and will be working on the strategic plan.
 - ❖ At the future meetings, Chief Miller will not be giving any updates as well as City Council and Rural Updates will be on hold to focus on the strategic plan.
6. **Strategic Plan: Randy Mirowski**
- ❖ Facilitator Mirowski talked about moving forward with the strategic plan and he has been working on it for three and a half weeks.
 - ❖ The strategic plan from 2012-2020 is already 90% completed.
 - ❖ The strategic plan gave LFRA direction as a guiding document and will make it adaptable for 2018-2026.
 - ❖ He added that they would be building enduring greatness into the next 9-year plan.
 - ❖ Facilitator Mirowski has had numerous meetings over the past few weeks with the Battalion Chief's and Chair Smela.
 - ❖ Technical Writer Mary Sovick will be assisting with the strategic plan again and will take the document from a one-person perspective.
 - ❖ The 2018 Strategic Plan Team consists of Planning Steering Committee – LFRA Board, Plan Executive – Chief Miller, Plan Review Writing Team - FRAC, Plan Facilitator – Randy Mirowski, External Section – Division Chief Sparks, Internal Section – Division Chief Ward and Admin/Finance Section – Renee Wheeler.
 - ❖ March is the initial overview, presentation to the LFRA Board and the writing process began.
 - ❖ Section II review was at the FRAC Meeting.
 - ❖ In 2012, it was identified there was a need for a three tier staffing model and this part of the plan went faster than anticipated.
 - ❖ Section VII – Specialized areas and Community Safety Division (CSD) – there is a lot of stuff going on in CSD and it needs a section of its own. Chief Sparks and Facilitator Mirowski will be working on this together.
 - ❖ Section VIII – Appendix's B-D is approximately 40 pages. Lieutenant Tyler Drage did a lot of work on this and Lieutenant Dan Engelhardt will be working on this with Mirowski.
 - ❖ Accreditation Section X – solidify the replacement of Model 1.
 - ❖ Updates to the plan will be completed in July and October and a rough draft will be given to the LFRA Board for review in October.
 - ❖ Rendition of Model 1 – Core of the Plan – Identify high, medium and future priorities.
 - ❖ Chair Smela commented that the expectation of each person is that Facilitator Mirowski needs the team to help with edits and kept accountable for what is written – talking in firefighter language and using terms that make sense.
 - ❖ Chair Smela mentioned that it is not grammar or sentence structure but using our own filters for the document.
 - ❖ Admins will be available to help assist Facilitator Mirowski if needed or as needed.
 - ❖ When documents have been sent to FRAC members, they will need to read and

review it first before critiquing it.

- ❖ A big change is we are a fire authority now and no longer part of the City.
- ❖ LFRA felt this was the best model for the department and Facilitator Mirowski felt this was the best model as well.
- ❖ Chair Smela commented that two or three fundamentals need to have vision for service and citizenry and what is the objective.
- ❖ Chief Miller commented that vision can do things that support vision or there are certain behaviors that can undermine it and the vision can start to sink.
- ❖ He added that the department could not get from good to great with where we were at before. An example of that is the two-person engine company and LFRA was the only department in Northern Colorado that was like that.
- ❖ Chair Smela added a next level thought – are we going after Model II or staying with Model I?
- ❖ Facilitator Mirowski identified the next station would be west and that will be Fire Station 7 and the next one after that would be out east. With all of the growth on the east side of 2534, the 402 is going to be a challenge for us when that becomes another Loveland exit.
- ❖ Facilitator Mirowski added looking forward in ten years, will Downtown Loveland look like Downtown Fort Collins and will we be prepared to handle that call volume.
- ❖ The members reviewed the handout that Facilitator Mirowski sent out and these are the suggestions they made:
- ❖ It was recommended on the first paragraph of the Introduction to tie the old to the future Essential Services Expansion Plan (ESEP).
- ❖ On the last sentence of paragraph one on page two, Member Bingham suggested adding what the next steps are for moving forward with the next strategic planning process and what that will require.
- ❖ On page 2 on paragraph two, Member Pfeiffer and Chair Smela suggested under the line *services possible for the citizens we serve, transition* to future tense?
- ❖ Chair Smela commented that page 3 needs revising since it includes a lot of wording from the old plan.
- ❖ On page 4 under Anticipated Benefits – Chair Smela feels that firefighter safety could be added as an addition to the bulleted items.
- ❖ Member Bailey asked about accreditation and if it is a necessity for the department or a want. Chief Miller clarified that it is something that the department chooses to do and that it helps develop a standard or frame of reference for the department to build upon.
- ❖ Facilitator Mirowski commented that if we as a department aspire to be a world-class organization, how do we achieve that and accreditation is part of that. The fire department is re-accredited every five years and most departments have a position for that type of work. It also helps us identify if we are keeping pace with other agencies such as Loveland Police Department, Museum and Library, which are all accredited.
- ❖ On page 5 of the Planning Process Overview, Member Bingham suggested taking the word *finally* out of the last sentence and explain why Step 8 is there.
- ❖ Facilitator Mirowski commented that in the previous strategic plan, there was only seven steps and felt an 8th one was needed.
- ❖ Chair Smela commented that he is not sure if a separate step is needed or not.
- ❖ Member Bailey stated that if each step is measurable then it should be under one-step.

- ❖ On page 8, Member Bingham commented that the first paragraph is in past tense and the second paragraph is in present tense. Facilitator Mirowski stated that Mary Sovick would be rewriting the document to make everything match.
- ❖ Chief Miller added that Renee Wheeler's first name was missing an "e."
- ❖ On page 9, Facilitator Mirowski might take out the word timelines on Section 1 and move ESEP to Section 2.
- ❖ In Section VI include the history of ESEP and the new ESEP.
- ❖ Section VII, specialized areas it was suggested to add Blue and Red Card.
- ❖ There was discussion about adding a list of terms to the back of the document for reference.
- ❖ On page 10 in the yellow highlighted section, Chair Smela felt there was too much from the past and the first couple of sentences would be enough.

7. **Public Comment (If applicable) citizens:** There was no public comment.

8. **Motion to Adjourn:** Meeting adjourned at 7:30 P.M.

The next FRAC meeting will be Wednesday, April 12th, 2017 at 5:30 p.m. in the EOC.

Minutes respectfully submitted by Bonnie Wright, Administrative Technician, LFRA.

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