



**Loveland Fire Rescue Advisory Commission Meeting Minutes
Wednesday, July 12, 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, Division Chief Ned Sparks, Paul Pfeiffer, Leroy (Andy) Anderson, Special Projects Manager Randy Mirowski, Janet Bailey, Leo Wotan, Shane Castro and Bonnie Wright.

FRAC Absent: City Council Representative John Fogle and Member Elton Bingham

1. **Minutes approval:** presented by Chair Smela
Member Pfeiffer motioned to approve the June 14, 2017 minutes; Member Anderson seconded the motion. Motion carried.
2. **Updated Strategic Plan Schedule:** Special Projects Manager Randy Mirowski
 - ❖ Mirowski handed out an updated timeline and new schedule for the 2018 Strategic Plan.
 - ❖ Mirowski praised Chair Smela for doing such a great job keeping the group on track at the June FRAC Meeting.
 - ❖ Mirowski added that he is confident that both Sections IX and X will be completed by August.
 - ❖ In addition, he intends to give Mary Sovick Sections VII and VIII by the end of this month.
 - ❖ A Tetrahedron is going into Section IX.
3. **Strategic Plan, Section VIII:** Special Projects Manager Randy Mirowski
 - ❖ There were a lot more authors in this section than in previous sections of the strategic plan.
 - ❖ Captain Pat Mialy wrote the Emergency Management section and Captain Carie Dann wrote the Plans Review section.
 - ❖ Page 7, Paragraph 1 – add Fire Investigation.
 - ❖ The bullets on page 7 do not match with the bullets on page 8.
 - ❖ There are too many *ands* in paragraph 1 on page 7.
 - ❖ The layout on page 8 looks good.
 - ❖ Page 7, paragraph 3 – what is the mission for the Community Safety Division?
 - ❖ Reword the last sentence at the bottom of the page.

- ❖ Insert a graph or chart into the last paragraph for 2008-2009 permits compared to present.
- ❖ On page 8, paragraph 2 – change the wording of the sentence beginning with the word, *Annually* because it does not make sense.
- ❖ Page 8, paragraph 3 – remove 300 square miles sentence since it is irrelevant.
- ❖ Page 9, last paragraph – NFPA 25 should not be in the Plan Review Section but in the Inspection Section. Mirowski will ask Captain Dann for further clarification about the paragraph.
- ❖ Page 10, paragraph 2 and 3 – remove both paragraphs from the page.
- ❖ Page 10, paragraph 4 – use the word *occurring* in place of the words *going on*.
- ❖ Page 10, paragraph 5 – finding additional space for Fire Administration and CSD will probably be focused on it the next strategic plan.
- ❖ Under Community Outreach – Change Juvenile Fire Setter to Youth Fire Setter.
- ❖ Page 11 under Child Car Seat Installation – In the first sentence, Division Chief Sparks feels the program has not increased but has decreased.
- ❖ Mirowski commented that in the 1990s, statistics showed that 70-80% of the car seats installed were installed incorrectly and that failure rate currently remains the same.
- ❖ Page 11 on the last paragraph replace the words smoke detectors with smoke alarms.
- ❖ Page 12 – no changes
- ❖ Page 13 – it was suggested to tie in more public education with public information through social media.
- ❖ On page 13, last paragraph and last sentence, add *and CSD* at the end of the sentence.
- ❖ Page 14, last paragraph – under the wording *regional team*, add through auto aid, mutual aid and regional investigation team having good partnerships with other agencies.
- ❖ Page 15, paragraph 4 – there was a question about *all-hazards approach* and that would be anything in addition to fire.
- ❖ Page 16, paragraph 1 – provide additional information about City of Loveland Emergency Manager that the position is facilitated by an LFRA employee but is on loan to the City of Loveland.
- ❖ Page 17, #3 – There was a question if the Mitigation Master Plan is available for review. Mirowski will check if there is a URL available from Captain Mialy. There was also a question about the 80% mark and to clarify, Mirowski stated, that is the common percentage used for grants – an 80/20 split but will check with Captain Mialy for confirmation.
- ❖ It was suggested in the *Introduction* part of the first paragraph to add information about past events and/or the 2013 flood as an example.
- ❖ Page 18, paragraph 4 – add a comma after the word *award* or remove the paragraph altogether.
- ❖ Page 19 – remove the comma from the beginning of the paragraph.
- ❖ Page 20, paragraph 3 – should apartment safe living be a higher priority on the list of bulleted items?
- ❖ Page 21 – no changes

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

4. **Motion to Adjourn:** Meeting adjourned at 7:12 P.M.

The next FRAC meeting will be Wednesday, August 23rd, 2017 at 5:30 p.m. in the EOC.

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

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