



**Loveland Fire Rescue Advisory Commission Meeting Minutes
Wednesday, September 13, 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 5:35 p.m.

FRAC Present: Chair Jonathan (Jon) Smela, Fire Chief Mark Miller, Division Chief Ned Sparks, Member Paul Pfeiffer, Member Leroy (Andy) Anderson, Special Projects Manager Randy Mirowski, Member Leo Wotan, Member Janet Bailey, Member Elton Bingham and Bonnie Wright.

FRAC Absent: City Council Representative John Fogle and Member Shane Castro

1. **Minutes approval:** presented by Chair Smela
Member Pfeiffer motioned to approve the August 24, 2017 minutes; Member Anderson seconded the motion. Motion carried.
2. **Strategic Plan Schedule:** Special Projects Manager Randy Mirowski
 - ❖ Mirowski handed out an updated schedule for the 2018 Strategic Plan.
3. **Strategic Plan, Section I-X:** Special Projects Manager Randy Mirowski
 - ❖ October 25th is the next LFRA Board Meeting and it would be advantageous to have FRAC Members attend this meeting.
 - ❖ Mirowski gave a brief overview of the Appendix and Compendium. The most updated Intergovernmental Agreement is in the Appendix.
 - ❖ Mirowski commented that the organizational chart and map will be removed from the Compendium or a less detailed organizational chart will be added.
 - ❖ Mirowski also complimented Lieutenant Matthew Hintzman for the cover page he created for the Compendium.
 - ❖ Fix the definition of Backdraft on page 2 of the Appendix.
 - ❖ Page 3 of the Table of Contents needs renumbering.
 - ❖ Under Planning Team Organizational Structure, there may need to be revisions or additions.
 - ❖ Section II of page 16, the font is smaller.
 - ❖ On Page 15, add Compendium to this list and at the bottom with Appendix, add glossary to that.
 - ❖ Section III, Page 17 – part-time paid firefighter is mentioned in paragraph one. Changes will be made on this page on a couple of paragraphs.

- ❖ Page 18 – can the fire stations be made more obvious on the map i.e. bigger or darker or call outs that name each of the stations on the side?
- ❖ The Organizational Chart is outdated.
- ❖ Section IV – Fix the fonts on The Fire Protection versus The Planning Area.
- ❖ Section V – Increase the font on Staffing and Deployment. No other changes.
- ❖ Section VI – Page 46; capitalize the *n* in vehicle *name*.
- ❖ FRAC talked about the recent QRV Discussion at the last LFRA Board Meeting.
- ❖ Page 45 – add a head count chart over time. Chair Smela stated he would be able to work on that if provided the data.
- ❖ Page 46 – Some of the years and money are underlined and some are not.
- ❖ Section VII – Page 66 under Training and Planning Assumption, Assumption #2 needs some editing.
- ❖ Page 55, paragraph 2 – *wildland/urban intermix* is in quotes and *an* is also a partial quote.
- ❖ Page 58 - Wordsmith *Wildland Fire Vehicle*.
- ❖ There was discussion about station alerting and toning.
- ❖ Page 53 – There was questions about Travel Time LFRA Standard of 5 minutes versus NFPA Standard of 4 minutes.
- ❖ Page 60 – Operational levels looks good at the bottom.
- ❖ Page 106 under High Priority Phase II – Adding additional firefighters is not listed or the QRV.
- ❖ Mirowski commented that if something is not added on a page, does not mean it is not important.
- ❖ Page 64 – First paragraph, last sentence – change *that* to *than*.
- ❖ Page 69 – Safety Planning Assumption 5 – Need to press enter after Safety to connect with Assumption 6.
- ❖ Section 8, Page 81 – Training statement needs to be worded more impact fully.
- ❖ Page 81 – Need clarification as there is 2.5% and 2.5-3%.
- ❖ Page 92 – Assumption 1 & 2 should be plan review instead of plans review.
- ❖ Section IX, Page 94 – Add *in* after set forth.
- ❖ Page 96 – Charts KPI – Part 4 is in reference to the Compendium and not this.
- ❖ Page 99 – 2.4 needs a lower case *t* on *The*.
- ❖ Page 101, 4.1 on tactics – can servant leadership be worded or changed to something else? It was decided to leave it as it is.
- ❖ Section X, Page 103, paragraph 1 – See Part 3 needs to be changed, ESEP on page 32 needs changed and see page 32.
- ❖ Page 105 - \$2,641,228 needs recalculated.
- ❖ Page 106 – Staff for the new fire station 10 has 10 as the numeric and ten as the word.
- ❖ Page 108 – Font size changed again.
- ❖ Page 109 – Increased Staffing for CSD – hyphenate part-time in paragraph 3.
- ❖ Copies for review of the Compendium and Appendix are for the October meeting.
- ❖ Mirowski handed out copies of the Recommendations/Implementation: Strategic Plan Priorities, Other Organizational Needs.

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

5. **Motion to Adjourn:** Meeting adjourned at 7:14 P.M.

The next FRAC meeting will be Wednesday, October 11th, 2017 at 5:30 p.m. in the EOC.

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

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