



# WINDSOR SEVERANCE FIRE RESCUE

100 N. 7<sup>th</sup> Street • Windsor • Colorado • 80550  
970-686-2626

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## REGULAR BOARD MEETING

100 N 7<sup>th</sup> St

Wednesday, January 10, 2024 / 6:00pm

## MEETING MINUTES

### I. CALL TO ORDER

- I. Pledge of Allegiance

### II. ROLL CALL

Board Directors Rosen, Thorn, Medhurst (excused), Hansen, and Lutz. Interim Fire Chief Jaques, Deputy Chief Vess, Battalion Chief Williams, Chief Friedrichsen, Chief Greer, Financial Director Gabe Buldra (via zoom), BIS Travis Chapman, HR Manager Pearson, Cierra Will, and members of the public were present at the meeting.

### III. APPROVAL OF AGENDA

Director Thorn submits a motion to approve the agenda as presented, Director Lutz seconds, all "Aye". Approved.

### IV. REGULAR BOARD MEETING

#### I. Public Forum:

##### i. Public Comments

*This portion of the meeting is provided to allow the public to present comments or concerns not listed/related on the agenda. The public may speak on any agenda item during the meeting at the onset of the agenda item. The public comment period will be limited to three (3) minutes. Respectful communication is welcomed; outbursts, interruptions, and personal attacks will not be tolerated. Interaction with the Board of Directors is inappropriate. If further discussion is needed, the topic or concern may be placed on a future agenda.*

Public Comments – None

#### II. Consent Agenda – Discussion/Possible Actions:

*The Consent Agenda is intended to allow the Board to spend its time and energy on the important items on a lengthy agenda. Administration recommends approval of the Consent Agenda. Anyone may request an item on this agenda to be "pulled" off the Consent Agenda and considered separately. Agenda items pulled from the Consent Agenda will be considered separately under Pulled Consent Items. Items remaining on the Consent Agenda will be approved by the Board with one vote. The Consent Agenda consists of items of no perceived controversy and routine administrative actions.*

##### i. December 14, 2023, Regular Meeting Minutes

##### ii. Resolution 2024-01 Adopting Regular Monthly Meeting Posting Locations



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Director Rosen submits a motion to approve the Consent Agenda as presented, Director Thorn seconds, all “Aye”. Approved.

### III. Financial Report and Updates

#### i. Discussion/Possible Action: Approval of December 2023 Monthly Financial Report/Bill Ratification

Financial Director Gabe Buldra recapped key points for December: Total Revenue for December was \$203,352 which is \$45,732 under budget; Tax Levy Revenue for December was \$48,174, which is \$73,347 under budget driven by under collection for the month; Non-Tax Levy Revenue for December is \$155,178, which is \$27,615 over budget driven by interest earnings; Total Expenses for December were \$739,815, which is \$455,825 under budget; Personnel Costs under budget by \$332,082, driven by annual physical costs and wages being less than what was budgeted; Managerial Expenses under budget by \$53,353 driven by outside professional services being less than what was budgeted; Total Revenue Year-to-Date is \$14,297,856, which is under budget by \$263,337; Tax Levy Revenue under budget by \$128,279, which driven by Specific Ownership Tax.

o Non-Tax Levy Revenue under budget by \$135,058, which is driven by Wildland and Grant revenues; Total Expenses Year-to-Date is \$11,071,759, which is \$1,896,319 under budget; Total Cash is \$17,391,184, which is \$2,350,750 more than this time last year. Expenses: Personnel was at 80%, Operations at 12%, and Managerial at 8%; currently at 85% of budget through December with 15% remaining.

Director Rosen stated that the anticipated costs of Station 5, staffing, equipment, etc. is reflected in the budget. While WSFR has a healthy budget, there are significant costs that drive the budget.

Director Hansen submits a motion to approve the December 2023 Monthly Financial Report, Director Lutz seconds. All “Aye”. Approved.

#### ii. Discussion/Possible Action: Approve to Move Assets Held by RBC to Synergy Capital of Colorado with RBC as Custodian of Funds

Mike Warne is the financial advisor WSFR utilized for Capitalized Funds investments. Mike Warne is now independent, but still uses RBC as Custodian



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of Funds. Gabe recommends the board approve moving the funds from RBC directly to Mike Warne's new firm, with RBC still as custodian of funds. Chief Jaques added that it would be an advantage to maintain the relationship made with Mike Warne. Mike Warne stated that the funds would move to a different division but would still be held by RBC and provide the same security as the current setup. All of the holdings would remain the same.

Director Lutz submits a motion to approve moving the assets held by RBC to Synergy Capital of Colorado with RBC as the custodian of funds, Director Rosen seconds. All "Aye". Approved.

#### IV. District Update

##### i. Reports

##### 1. WSFR Monthly Response Report

The deployment model with UCHealth has been changed to closest unit dispatch as of Jan 7. The change has gone through well with minor obstacles. Ambulances are in the right locations and responding to the correct calls per the system.

A significant incident occurred on Sunday involving an active shooter at AmericInn. No injuries were reported. Peer support and mental health resources have been provided to staff. Some damage was sustained to the Tower, but it appears to be mainly cosmetic. Currently waiting on Pierce for final assessment. For now, the Tower remains out of service. Director Lutz inquired about how the crew is doing. Chief Jaques responded that they seem to be doing well. The peer support team is checking in and offering support.

##### 2. WSFR Division Reports

Calls for the previous month showed 11.8% growth over last year. Call times are expected to drop once First In is integrated. There are still a few issues with the system, which will delay launch until they are resolved.

Fire Inspector position was posted internally and has closed.

Crews will conduct training at the airport. Next week will be CPR training, followed by Diversity & Harassment training. Taylor Murphy



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was recruited as a new firefighter will be starting post-academy on January 22. FRFC 24-1 academy will start in February.

Director Lutz asked if there had been any responses to Hoedown Hill since it opened. There have been no calls so far. Hoedown Hill does have its own ski patrol team as well.

3. Peer Support Program and FRTC Annual Report: BC Mark Williams Chief Williams of WSFR and Joanne Rupert, Jarah Grashorn, and Ed Rupert of FRTC presented the behavioral health data from 2023, providing insights on where WSFR currently stands and the projected path moving forward.

They presented the current deployment model, offered services, and expanded services/benefits for 2024.

### ii. Personnel

Emily reported that pay increases and benefit changes have been implemented as of Jan 1. We are working on recruitment for several positions. The EMS Program Manager position has been posted and will run through Jan 25. The Lateral FF hiring process will go live on Monday, Jan 15. The goal of lateral hiring is to diversify experience among the ranks. A lieutenant eligibility process will be taking place soon, which will also staff the new training lieutenant process. Other processes include a new Fire Inspector and BC Eligibility list.

Work is being done to create onboarding plans for Chief Angermuller. He is set to start on Jan 29.

### iii. WSFR Activities and Events

1. Chief Angermuller's Swearing In, Monday, January 29, Station 1, 8:30am  
Director Thorn will not be available for the swearing in. The other board members are expected to attend.
2. WSFR Annual Appreciation Dinner, Saturday, February 10, 5pm-10pm at Embassy Suites
3. Quarterly Pinning Ceremony, Thursday, February 15, Station 1, 6:00pm

### iv. Facilities & Apparatus



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1. Final Inspection – Trip to Pierce for New Tender, March 19-22, Saint-Georges, Quebec

Four staff members will be flying to Canada for the final inspection of the Tender. It is expected that it will be in station by mid to late-April.

The ordered Command Vehicle has no delivery date at this time.

Planning has begun for the construction for station improvements. No dates at this time, but it is in progress.

- v. Other District Related Matters

1. UCH Contract Update  
No updates at this time.

- V. Staff Items  
None.

- VI. Board of Directors Items  
Director Lutz asked about Station 5 updates. Chief Jaques stated that it is on the agenda this year to explore possibilities for Station 5. More discussion will occur when Chief Angermuller comes on board. Director Rosen asked the status on GIS data collection. Laura, the GIS Analyst contact, is no longer working for PFA and has been unable to be reached. Travis said that we have an established relationship with the GIS team who does our maps, so we may be able to utilize their services.

### V. **ADJOURNMENT**

Director Thorn submits a motion to adjourn the January 2024 Regular Board Meeting. Director Lutz seconds. All “aye”. Approved.