



WINDSOR SEVERANCE FIRE RESCUE

100 N. 7th Street • Windsor • Colorado • 80550
970-686-2626

REGULAR BOARD MEETING

100 N 7th St

Wednesday, January 8, 2025 / 6:00pm

MEETING MINUTES

I. CALL TO ORDER

- a. Pledge of Allegiance

II. ROLL CALL

- a. Board Directors Rosen, Hansen, and Lutz. Directors Medhurst and Hyland are absent and excused. Fire Chief Angermuller, Deputy Chief Jaques, Battalion Chief Seaman, Chief Greer, Chief Friedrichsen, Deputy Chief of Administration Jeff Dykstra, HR Manager Emily Pearson, Logistics Manager Travis Chapman, Cierra Will, and members of the public were present at the meeting.

III. APPROVAL OF AGENDA

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

IV. REGULAR BOARD MEETING

- a. 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.

No public comment

- b. 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 length agenda. Administration recommends approval of the Consent Agenda. Anyone may request an item on this agenda to be "pulled" off the Consent Agenda



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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 11, 2024, Regular Meeting Minutes
- ii. Resolution 2025-01 Adopting Regular Monthly Meeting Posting Locations

Director Rosen submits a motion to approve the Consent Agenda, Director Hansen seconds, all "Aye". Approved.

c. UCHealth Report

Kevin Waters presented the UCHealth data report. They are presenting in the 90th percentile of compliance. The changes made are having the desired improvement, and the data continues to be monitored in real-time and tuned as opportunities are realized. Director Rosen thanked UCHealth for their efforts toward continuous improvement. Director Lutz asked if the objective is to maintain the current response times. Kevin Waters replied that modeling is being done right now to look at what happens to the system if the forced posts are changed. They are also looking at what effect changing the weight to volume on geography has on the system. The goal is to continue to improve the performance of the system. On Sunday, UCHealth implemented a new deployment plan. Call volume is pulled every 6 months and loaded into the deployment system to make adjustments to shift schedules. Kevin noted that 45% of the medical calls that happen in Windsor/Severance are happening concurrently. Chief Angermuller said that the data will be monitored throughout the year and in December when it comes to renew the contract, the benchmarks will be analyzed and may be adjusted accordingly.

Director Rosen once more thanked Kevin and said he no longer needs to come every month and should come to meetings quarterly from now on.

d. Financial Report and Updates

- i. Discussion/Possible Action: Approval of December 2024 Monthly Financial Report/Bill Ratification

- 1.

Financial Director Gabe Buldra recapped key points for December: Total Revenue for December was \$298,623 which is \$121,380 under budget; Tax Levy Revenue for December was \$114,110, which is \$111,621 under budget,



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driven by under collection of property taxes for the month; Non-Tax Levy Revenue for December is \$184,513, which is \$9,759 under budget; Total Expenses for December were \$968,571, which is \$98,608 under budget; Personnel Costs under budget by \$32,037, driven by wages and associated benefits; Travel & Training under budget by \$17,160, driven by training costs being less than what was anticipated; Total Revenue Year-to-Date is \$22,968,540, which is over budget by \$1,137,116; Total Expenses Year-to-Date is \$13,288,260, which is \$1,041,321 under budget; Total Cash is \$25,648,841, which is \$8,333,721 more than this time last year. Expenses: Personnel was at 81%, Operations at 10%, and Managerial at 9%; currently at 93% of budget through December with 7% remaining.

Director Rosen submits a motion to approve the December 2024 Monthly Financial Report/Bill Ratification, Director Hansen seconds, all "Aye".
Approved.

e. District Update

i. Reports

1. WSFR Monthly Response Report

Chief Jaques presented the response report. Total call volume is almost identical to 2023, with less than 1% difference. Chief Jaques discussed a traffic accident in which Engine 2 was hit by another vehicle. Nobody was hurt, but the Engine did sustain some damage.

2. WSFR Division Reports

Training: Chief Greer reported crews completed about 17,000 hours of training in 2024. WSFR will be hosting a couple of notable speakers to present to crews about Mayday Protocols and Civilian Rescue. Fire Officer I course will be hosted next week. Ice Rescue drills will be starting soon. Lateral Academy will kick off on January 27.

CRRD: Chief Greer and Chief Friedrichsen attended Larimer County's EOC training. WSFR participated in several holiday events with the towns and also partnered with the Weld Elves for a toy drive. Several new apartment building developments have kept the department busy with inspections. Both Chief Friedrichsen and Assistant FM Buderus attended leadership training.



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Admin: Chief Dykstra attended leadership training. Year-end closeouts of Pos, bills, invoices, are in progress. The first payroll of 2025 was completed yesterday. Thank you to Ruthie and Emily for all their work getting compensation and benefits updated for the 2025 year. The incident reporting module in First Due went live on January 1st. Overall, it has been well received by crews. The training and asset modules still need to be completed. Once those are done, ERS can be shut down. Program Appraisals are in progress and are due to the state on February 15. The final document will be posted on the website. Director Lutz asked when First Due would be fully integrated. Chief Dykstra said the goal is to have it implemented by the end of the first quarter, but we have until July to get off the ERS platform. The main roadblocks are getting the training reports to output the right information and adding the data to the asset management system.

ii. Personnel

Leadership Training led by Dr. Brian Crandell occurred in December. Three 1-week sessions have been conducted. 28 members have gone through the training. The goal is to get all people leaders in the organization, including acting leaders, through the class.

A lateral FF posting will go live on January 17. The entry-level FF process will occur in the summer. The engineer promotional process is currently in progress, with assessments happening in March.

1. New Hire Lateral Firefighter Cal Long
Cal will be starting on January 27. He will go through an in-house Academy before being placed online.

iii. WSFR Activities and Events

1. WSFR Annual Appreciation Dinner, Friday, January 31, 5pm at Embassy Suites

iv. Facilities & Apparatus

The new Engine started a week ahead of schedule and is still scheduled to be done in March. The Type III is waiting on one part to come in before it can go to paint/graphics. It is still scheduled to be delivered by the end of the month. The Tahoe has been approved, but they do not have release and build dates yet. The damage to Engine 2 from the traffic accident appears to be minor, but SVI is coming to professionally diagnose the damage to send to insurance.



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v. Other District Related Matters

Matt Cooper is now the new Local Union president. It is a priority for Chief Staff to keep a strong relationship with the Local.

Chief Angermuller thanked Travis for all of his work to manage the Strategic Plan process.

Chief Angermuller also recognized Chief Jaques & Chief Friedrichsen for their work as peer assessors for the center of professional credentialing. They are over 200 peer assessors in the country, and they are two of ten peer assessors that can assess for all of the credentials that the center offers. They also help review applications and are a resource for those trying to get credentialed.

Additionally, Chief Angermuller recognized Chief Jaques is one of only two peer reviewers for CPC that have been selected to help on their business plan and identify areas where CPC can improve.

Many thanks to Chief Dykstra for all his work on First Due. This project would not have been possible without his hard work and dedication.

On January 29, Chief Angermuller is going to start the first monthly community meetings (Official Name Pending). It will be held at Windsor Lake Coffee, and the public will be invited to come and ask questions and get to know the Chief.

Director Lutz asked where we are on the LOI from Broe. Chief Angermuller said that they are awaiting an updated appraisal. A few properties were left off the original appraisal that needed to be added for accurate comp. Following those results, a new LOI may need to be presented to the board for approval. The purchase price will remain the same, but some of the verbiage may change depending on the updated appraisal value.

f. Staff Items

i. Discussion/Possible Action: 1st Reading of the 2024 International Fire Code Adoption and Amendments

Chief Friedrichsen noted a couple of minor changes to the document based on the board's recommendations from the previous meeting. No additional feedback was



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provided.

- ii. Discussion/Possible Action: Approve WSFR 2025-2030 Strategic Plan
Travis presented the final draft of the Strategic Plan to the board. The plan focuses on four distinct areas: Training, Asset Management, Human Resources, and Engagement. There are 14 objectives total along with tasks outlined for each.

Director Lutz asked how the plan will be implemented over the next five years. Travis said the plan will be managed similarly to the last plan with a tracking tool and assigning champions for each objective. A mid-year update will occur to identify priorities and how they fit into the budget so that objectives can be funded accordingly. Director Lutz asked how the objectives will be organized and prioritized. Chief Angermuller responded that some priorities have already been established and will be in progress as soon as the strategic plan is adopted.

The board requested formal updates to occur bi-annually in March and September.

Director Hansen asked how community stakeholders were engaged. Travis responded that emails were sent to several organizations, government agencies, neighboring departments, communities, HOAs, etc. It was also posted to the website and to social media.

Director Rosen asked what the plan is to disseminate the plan through the organization. Chief Angermuller stated that the plan will be presented to membership as a roadmap for the future, along with frequent transparent updates, that will continue to push the organization for the next five years until the next plan. Chief Jaques added that the Strategic Planning process was comprised of members from all levels of the organization that provided input and had their voices heard in the plan from conception to the final product. Chief Angermuller stated that the measurable outcomes are very clearly stated and will allow both membership and the community to hold the department accountable for upholding the plan.

Director Lutz submits a motion to approve the WSFR 2025-2030 Strategic Plan as presented, Director Rosen seconds, all "Aye". Approved.



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- iii.** Discussion/Possible Action: Approve Purchase Order 2025-01 to Front Range Fire Apparatus for \$1,335,214.00 for the Purchase of a Pierce Velocity PUC Engine

Travis presented the contract to purchase a new Engine to the board. Based on current lead times, the Engine must be purchased now to be delivered in time to stay on the replacement schedule for maintaining the fleet. This Engine would be scheduled to arrive in 2029. Travis presented the producer price index adjustment addition to the contract, which protects Pierce from the costs of inflation. He also noted that the Engine does not require pre-payment.

Director Hansen asked if there is a market for used apparatus. While there is a market, it really depends on the apparatus and the district's needs. Typically, the apparatus used at WSFR are highly customized to meet the needs of the district.

Director Lutz submits a motion to approve purchase order 2025-01 to Front Range Fire Apparatus for \$1,335,214.00, which includes the proposed purchase price plus the \$50,000 contingency, for the Purchase of a Pierce Velocity PUC Engine, Director Rosen seconds, all "Aye". Approved.

- g.** Board of Directors Items
- i.** Information Only: 2025 Election Update

We have two positions up for election. The self-nomination forms must be received by 5:00pm on February 28 to the DEO. The positions will be four-year terms.

- ii.** Director Rosen asked if the Museum money should stay with CSAFE or should it move to M&C. Chief Dykstra said that the returns are pretty similar for each, so it is fine to stay where it is.
- iii.** Director Lutz noted that the BoD bylaws still state that the board meets every 2nd Thursday of the month. She asked staff to look at the bylaws and make edits to meet the current meeting schedule. Chief Angermuller will make the change and present the updated document to the board for adoption at the next board meeting.



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V. ADJOURNMENT

Director Lutz submits a motion to adjourn the January 2025 Regular Board Meeting, Director Hansen seconds. All "aye". Approved.