



WINDSOR SEVERANCE FIRE RESCUE

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

REGULAR BOARD MEETING

100 N 7th St

Wednesday, February 14, 2024 / 6:00pm

MEETING MINUTES

I. CALL TO ORDER

- I. Pledge of Allegiance

II. ROLL CALL

Board Directors Rosen, Thorn, Medhurst (absent and excused), Hansen, and Lutz. Fire Chief Angermuller, Deputy Chief Jaques, Battalion Chief Williams, Financial Director Gabe Buldra, Director of Administrative Services Jeff Dykstra, BIS Chapman, 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. January 10, 2023, Regular Meeting Minutes

Correct spelling in minutes for Mike Warren to Mike Warne.



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Director Rosen welcomed Chief Angermuller to his first official board meeting and also thanked Chief Jaques for his work as interim fire chief.

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

III. Financial Report and Updates

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

Financial Director Gabe Buldra recapped key points for January: Total Revenue for January was \$265,673 which is \$40,771 over budget; Tax Levy Revenue for January was \$39,472, which is \$8,830 over budget; Non-Tax Levy Revenue for January is \$226,201, which is \$31,941 over budget, driven by interest earnings; Total Expenses for January were \$959,721, which is \$222,837 under budget; Personnel Costs under budget by \$163,506, driven by less than anticipated wages and overtime costs; Vehicles & Equipment Costs under budget by \$39,580 driven by less than anticipated vehicles maintenance costs; Total Cash is \$16,951,557, which is \$3,097,8610 more than this time last year. Expenses: Personnel was at 74%, Operations at 16%, and Managerial at 10%; currently at 4% of budget through January with 96% remaining.

Director Rosen submits a motion to approve the January 2024 Monthly Financial Report, Director Hansen seconds. All "Aye". Approved.

IV. District Update

- i. Reports

1. Annual Accreditation Compliance Report

The compliance report has been submitted. Next step is for the reviewer to look over the report, conduct interviews, and make a recommendation to continue with accreditation status. No issues are anticipated.

2. WSFR Monthly Response Report

Todd shared the monthly response report. In January, calls were up 7.5% over last year. First In is not yet live due to technical issues. No ETA on when the system will be live currently, but likely within the next month.



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3. WSFR Division Reports

Operations: Chief Jaques shared updates with the UCH contract. The deployment is working well. The goal is to receive the contract from legal within the next week or two so that we can move forward. Still working with Kevin from UCH to move the agreement along.

Chief Jaques thanked the board and staff for all their hard work and support in the past year while he was interim Fire Chief.

Admin: Chief Angermuller has gone around to meet with crews and administrative staff to get a feel for the organization and start building connections. Meetings with various crews will continue through March.

Chief Angermuller wants to start looking for 5 acres of land to purchase to build a training center to meet the needs of the organization. The land may also include room for admin to grow. 2 acres is needed specifically for the training tower, but 5 acres will allow for additional buildings and training props.

At the next board meeting, Chief Angermuller will request the board to adjust the strategic plan from a 3-year plan to a 5-year plan.

New credit card system is in place and is working smoothly. The system is called Spend Clarity through Vectra Bank.

Work is being done to move from Emergency Reporting to First Due. Scheduling through Aladtec will also migrate to First Due. Asset and Fleet Management will be in First Due, creating a single-use platform for all needs.

Lots of recruiting and events happening. Current recruitments include Lateral FF, EMS Program Manager, and Internal Training Lieutenants. Chief Williams has created a lot of hype videos for social media which have garnered a lot of views and attention.

4. WSFR 2023 Annual Report

Travis shared an update on the annual report. Final edits are being made and will be sent to print soon. Once prints are received, they will



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be mailed out to community partners. The board will have 1 week to review the final draft before it is sent to print.

ii. Personnel

1. FRFC 2024-01 Update

Mark Shafer and Micah Garcia are heading to FRFC starting next week. They are doing great in pre-academy.

Taylor Murphy is done with post-academy. He has been assigned to C-Shift and started his first shift last Sunday.

The lateral FF process has been kicked off. 77 applicants, 19 will interview and do skill assessments. EMS Program Manager role has been offered to an individual with an expected start date of March 4th. A lieutenant eligibility process is coming up February 21st and 27th with a written test and interview. The training lieutenant position was posted last week and will close this week. The fire inspector position was accepted by Dave Godbold with an expected start date in July.

Director Rosen thanked the organization for all their hard work.

iii. WSFR Activities and Events

1. Recap Annual Appreciation Dinner

Over 100 people attended. Special thanks go to Hayley, Sandi, Emily, and Cierra for their work setting up the event. Director Lutz said the event was very well put together and was a great event.

2. Quarterly Pinning Ceremony, February 15, Station 1, 6:00pm

iv. Facilities & Apparatus

The tender is on schedule. Staff will leave March 19 for final inspection. The build is going smoothly. The command car is supposed to start building March 4th and will take 6-8 weeks after that to be complete.

Construction has started at Station 1. Construction will occur in 4 different phases. Unfortunately, costs have increased since the initial bids were made. The NFPA 1500 study recommended adding doors to the bunker gear rooms, which was not originally part of the projects. The added projects would put the budget over by \$120,000. Staff recommends cutting the downstairs gym bathroom remodel in favor of the bunker room doors to remain within



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budget.

Painting at Station 2 has begun. The entire living quarters will be painted. At Station 3, the gym will be expanded.

v. Other District Related Matters

1. Windsor Mill Fireman's Ball Donation of \$5892

V. Staff Items

- i. Update: Adding Chief Angermuller to Bank of Colorado
Jeff is working on adding Chief Angermuller to the Bank of Colorado account. He should be added by the end of the week.

VI. Board of Directors Items

- i. Director Rosen thanked Gabe Buldra and JVG for their work on the organization's financials.
- ii. Director Rosen thanked the docents, staff, and partners who support the Fire Museum.

V. **ADJOURNMENT**

Director Lutz submits a motion to adjourn the February 2024 Regular Board Meeting. Director Thorn seconds. All "aye". Approved.