



Board Report

July 2022



Chief Sunderland Report

Partner Organization Updates

- E911 Authority: nothing new to report
- ADCOM: Adcom building delayed by asbestos removal.
- North Area Chiefs:
 - The academy graduated; we now have 4 rookies starting their probationary year.
- Metro Chiefs:
 - Nothing new to report
- State Fire Chiefs Association:
 - Property tax measures are the biggest current topic being watched, although we believe any changes are offset by ACFR's tax ballot topics approved last year. The state chiefs support making changes at a local level only.
- CAD-CAD- **We recognize that our units are being pulled out of their areas by Cad-Cad.** This is impacting our most highly dense response areas. This will be a priority topic to work through with our partner agencies, but it is a very complex issue that will take time to evaluate and improve. For more details, please see the accreditation report included in this month's board packet.

Labor Relations

- **Troy Patterson is our Safety Coordinator** and will work on reorganizing our safety committee and building workflows to better track processes.
- Local 2403 VP Brandon Donner and I attended the ARPA grant dinner. **We still have not received the funds but** have been in communication with them.
- As previously emailed, it would **cost about \$61k to include admin and newer firefighters in with the ARPA grant.** Waiting on the board direction.
- We will be publishing an updated **professional standards document** in the coming month. The intent of this document is to lay out behavioral expectations that we can hold each other to. Things that are difficult to put into the form of a rule. "Be nice" type of things.
- **We ran short on two days last month** due to staffing shortages and had to shut down a SAM and an engine. This is unacceptable but something we have seldom had to deal with before and is culturally foreign to us. So, in conjunction with Local 2403, we are testing a solution in which each person is required to sign-up for a day they are on standby and are required to be available by phone to work as needed. A permanent solution will be implemented before 2023.

Finances

- Paychex has agreed to reimburse us for the W2 fees in exchange for signing a waiver. More discussion in executive session.
- **We still do not have a draft audit.** When we pushed to get this, our accountants, Bianca, and I were shocked when we instead got a request for more information, which should have taken place weeks or months ago. We will need to file an extension, which is no big deal, but I am not happy that this is necessary. We expected a learning curve with a new auditor, but this is unacceptable.



- Kelley Duke will phone into an executive session to **discuss property acquisition**. We have a few options.
- Station 14 – Directors Lombardi and DeMattee, and I met with our architect and structural engineer to discuss the building. For the extra money, **I am leaning towards a total scrape and rebuild rather than a remodel**, especially if we could possibly expand to include the fire prevention staff.
- We are in a holding pattern with financing/bank loans for this project until we make a decision and have a better timeline.
- As previously emailed, the cost to include Admin and newer employees
- As requested, we have compiled information for your review and discussion regarding **overtime costs**.

	2021 Avg Hourly Rate	Full Staffing	Per Shift	Minimum Staffing	Percentage of Workforce	OT Hours Worked per Rank	Percent OT worked per Rank	Avg OT Hours Worked per Person	Avg OT Shifts Worked per person	Extra Pay per Person	NOTES
BC	\$48.01	3	1	1	4.00%	462	3.80%	154	6	\$11,550	1 BC out for an extended period due to injury
Capt	\$41.48	6	2	2	8.00%	825	6.70%	138	6	\$9,075	
Lt	\$37.68	9	3	3	12.00%	1,862	15.20%	207	9	\$11,587	
SAM	\$37.66	3	1	1	4.00%	501	4.10%	167	7	\$9,190	
Eng	\$34.28	15	5	5	20.00%	1,596	13.00%	106	4	\$5,532	Many acting engineers, so less overtime is called in
Medic	\$33.14	24	8	4	16.00%	3,046	24.90%	127	5	\$6,345	Some medics also act in many other roles, including SAM
Firefighter	\$27.97	33	11	9	36.00%	3,940	32.20%	119	5	\$5,372	
Total of 12,232 extra hours worked for \$633,489											

Pensions

- NW Volunteer, we approved \$1300, but still pending FPPA actuary study. **It is still pending FPPA.**
- Christina has paperwork to sign, updating trustees for the local money purchase/Fidelity plan and UBS for the SWAC volunteer trust.

Other

- We have results for the community meeting. Please see the accreditation report in the board packet.
- We should have a draft strategic plan for you to review in the next month.
- ACFR has been accepted as a participating agency on **Colorado Taskforce One**, a national tech rescue team based out of West Metro. We will review and ask you to sign the MOU.
- I was asked about **my goals** at the last meeting and wanted to address that, so here is a summary.
 - Organizationally
 - To remain relevant within the community and provide services that enhance the community rather than deplete it.
 - Develop a new strategic plan (August 2022)
 - Continuous quality improvement/accreditation (Annual and re-accredit in 2024)
 - Attract, recruit, retain and develop the employees to carry out the tasks needed to make all this happen. (ongoing)



- Professionally
 - Continue to develop as a leader by acknowledging and improving upon my weaknesses and building upon my strengths. (attend various seminars and trainings) Quarterly In-house leadership trainings starting in fall 2022)
 - Continue to increase face time with all crews. (Throughout 2022)
 - Build trust within the organization by being accountable for myself, setting expectations for everyone, and letting others be heard. (Various methods, including subcommittees)
 - Surround myself with greatness. Be the dumbest person in the room.
 - Create a succession of leaders.
- Personally.
 - Build grace by being consistent, even-keeled, and forgiving.
 - Retire, but not before I help transition my replacement. (3-5 years)

Deputy Chief Patterson Report

Administration

- All ACFR SOP's have been uploaded to the ACFR SharePoint site
- Completed Apparatus, Fleet, and Station Grounds SWOT Analysis sub-committee meetings
- Completed Center for Public Safety Excellence's Annual Performance Appraisals for Apparatus, Fleet, and Station & Grounds

Fleet

- E11 – Diversified Body and Paint has the final parts necessary to complete this repair. It is now projected to be back in service by August
- All remaining front-line and reserve apparatus are available
- EMS Committee is waiting for additional information before making a final decision on the new medic's treatment area design
- Colorado Avalanche Championship Parade – Truck 11 crew participated in the celebration parade





Safety

- We have completed our field testing of the Guardian Angel LED devices and will be making a recommendation to the Safety Committee this month

HR/Personnel

- Matt DePan resigned in mid-June and is returning to the EMS field
- Engineer Jim Burckley entered pre-retirement leave. His last shift was on June 30th with his retirement ceremony on July 1st
- Firefighter Michael Eason has been promoted to engineer, effective July 1, 2022
- Engineer Promotional Process has been posted; testing is September 10, 2022
- Lateral Paramedic position has been posted, accepting applications through mid-August
- The New Hire/Promotion Committee has formed a sub-committee focused on recruiting candidates for future hiring processes. They are currently making presentations at local schools, colleges, and job fairs and working on developing workshops and a mentoring program

Labor Management

- Annual review and revision of the ACFR Professional Standards have been completed

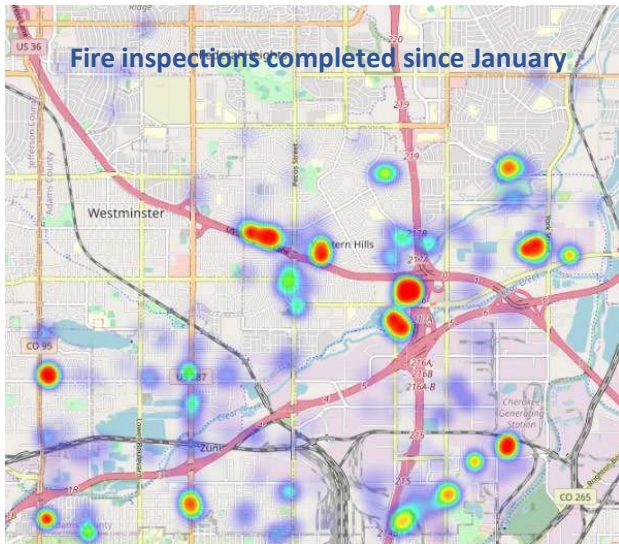
Emergency Manager Schuman Report

- Completed final course and received my Basic Emergency Manager certification from FEMA. This program had 120 hours of classroom work and 50 hours of online courses.
- Updated the Department Continuity of Operations Plan (COOP) to reflect staff changes.
- Attended (virtually) the CIAC training program for the Threat Liaison Officer (TLO) certification. This gives ACFR direct access to the State fusion center.
- Presented the regional Integrated Preparedness Plan (IPP) to the NCR Emergency Managers Committee.
- Participated in the steering committee meeting to develop program policies for the \$5 million allocated by the Legislature for the Firefighter Safety and Disease Prevention Grant
- Attended a virtual meeting to update the I-270 Corridor Improvements project and hear about the upcoming I-270 Critical Bridge Replacements project and emergency vehicle access in the corridor.
- Delivered training program to all Officers giving them access to the door locks.



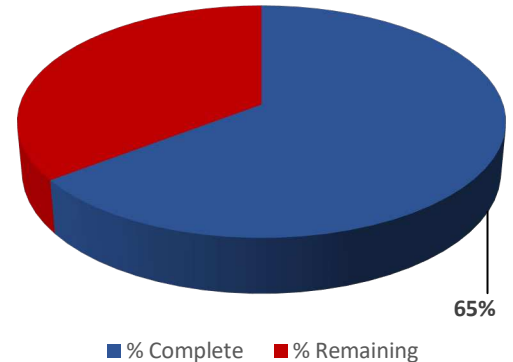
Fire Marshal Even Report

Inspections Update:



2022 Fire Inspection Goal

35%



- In addition to the initial fire inspections that were completed, 43 re-inspections, 26 permit-related inspections, and 4 crew assists were completed in June.
- To see an animated map of inspection progress, scan or click on this QR code!



Permitting and New Development:

- In June, 42 plans were received for review, 28 reviews were completed, and 22 permits were issued. Also, in June, 7 referrals for County Planning projects were completed.



- For an interactive map of all submittals and reviews in June, scan or click on this QR code!

Life Safety Education Update:

- Fire Extinguisher Trainings:
 - 06/28/2022 - Capital Lumber Staff Training – 23 employees
 - 06/28/2022 - Capital Lumber Staff Training – 22 employees
 - Total: **45 residents trained**
- Car Seat Checks
 - 06/02/2022 (1 adult)
 - 06/08/2022 (1 adult)



- 06/08/2022 (2 adults)
- 06/14/2022 (1 adult/2 children)
- 06/27/2022 (2 adults/1 child)
 - Total: **5 seats installed - (7 adults trained)**
- CPR/AED/First-Aid Classes
 - 06/01/2022 - BLS Certification – 7 students
 - 06/20/2022 – Heart Saver Certification – 9 students
 - 06/23/2022 – Heart Saver Certification – 11 students
 - Total: **27 residents certified**

Other Prevention News:

- Attended an NFA Youth Fire Setter Intervention Specialist class and earned her state certification
- Had a meeting with the Adams County Sherriff’s Office outreach team to talk about ways in which we can continue to collaborate



Chief Investigator Means Report

Fire Type	Classification	Report Status
ACFR – Vehicle Fire – 55 th and Federal – Camp Trailer	Intentional	Report Complete
ACFR – Residential Fire – Garage Fire Outside Residence	Accidental	Report Complete
ACFR – Commercial Fire – Dumpster Fire	Accidental	Report Complete
ACFR – Vehicle Fire – Vehicle fire on a residential street	Accidental	Report Complete



Pitkin County SO/Roaring Fork Fire Department – Double Fatal House Fire	Accidental	Report Complete
ACFR – Vehicle Fire – Abandon Semi-Trailer	Intentional	Report Complete
ACFR – Commercial/Vehicle Fire – A fire in a box truck parked in a building	Accidental	Report Complete
ACFR – Commercial Fire – Large Fire at a Recycle/Trash Facility	Accidental	Report Complete
ACFR – Vehicle Fire – Landscape Truck Fire	Accidental	Report Complete

Training:

- Assisted the Colorado Wildland by teaching Wildland Fire Investigations certification class at Fire Camp in Salida, Colorado. 25 students attended the class.

Court:

- No court currently scheduled

Miscellaneous Admin:

- Nothing to report

Deputy Chief Baldwin Report

ACFR Operations:

- Fire Ground Survival Trailer (Instructor Training) – the instructors were very good, and the participants really enjoyed the class



- Making Plans for the July 11th BC Assessment Center
- Working on Staffing plans

North Area Operations (Chief Baldwin – Chair)

- North Area Operational SOPs
 - Basement Fires – North Area BCs



- Wind-Driven Fires – North Area BCs
- Parking Structure Fires – North Area Training Chiefs
- Mid-rise/High Rise Fires – North Area Training Chiefs
- North Area Ops Chiefs are working on:
 - Weekly CAD to CAD Meeting to work out operational details (Engine/Truck for lift assist passing closer medic unit)
 - EMS – Transport destinations, medical control upon transfer of care

Fire Taskforce (Chief Baldwin – Chair)

- Will work on Priority Dispatch within the next two months
- Shaw Heights channel as a primary working channel
- Jacob and ADCOM are looking into issues with Major Incident Notifications (it may be a Verizon issue)

Other

- ACFR sponsored a Team, and a hole for the Mile High RETAC Save a Life Golf Tournament



- Meetings
 - North Area Chiefs Meeting
 - CAD to CAD Meeting
 - Fire Task Force Meeting
 - ADCOM Board Meeting
 - North Area Operations Meeting

Training Chief Williamson Report

EMS: Led by EMS SAM's

- Documentation
- Entering EMS Training into Target Solutions



- Narcan

Fire:

- New Hire Training Division Onboarding from NAFA – July 18-22
- New Hire EMS Training Onboarding from NAFA – July 25-29
- ACFR HazMat
- ACFR Blue Card
- North Area Fire Academy Graduation July 14th

EMS Chief Schultz Report

Ambulance Collections

- APEX – June was a build-up month with APEX mapping all runs over to their system. They are now billing all runs for May and June
- EMS Billing Solutions – as of this report, we have not received their final numbers. As soon as we do, we will pass along the information.

EMS Training:

- Shift EMS Training – LT Schwindt with ACSO – Street Drugs. Two North Area Drug Task Force detectives instructed line personnel at Station 11. Topics included recognizing drugs and paraphernalia, the latest trends, etc.
- Fire Training this month with Brighton Fire also had a significant EMS component with a simulated (smoke inhalation) COPD patient.

Activities:

- Continued attendance of North Area EMS Chief meetings. Discussions about transport destinations and medical authority on scenes have been the focus lately. Shared North Area documents are being drafted. Looking at options of North Area pricing agreement with Boundtree Medical. It may mean possible savings for each department involved. Prices are not finalized yet.
- Medicaid is revising its pay schedule with some significant increases in pay for service:

Procedure Code	Service Description	Rate Effective 7/1/2021	New Rate Effective 7/1/2022	Unit	Comments
A0021	Mileage - Out-of-State	\$1.70	\$1.73	Mile	
A0225	Neonatal Base Rate	\$214.59	\$218.88	One Way Trip	
A0422	Life-Sustaining Supplies	\$14.44	\$14.73	Per Unit	
A0425	Mileage - In-State	\$2.12	\$6.10	Mile	



A0427	Advanced Life Support (ALS), Level 1 Base Rate	\$202.76	\$367.97	One Way Trip	OVER 80% INCREASE
A0429	Basic Life Support (BLS) Base Rate	\$138.69	\$309.87	One Way Trip	ALMOST 120% INCREASE
A0430	Air Fixed Wing	\$3,230.58	\$3,295.19	One Way	
A0431	Air Rotary Wing	\$2,860.19	\$2,976.25	One Way	
A0433	Advanced Life Support (ALS), Level 2 Base Rate	\$222.39	\$532.59	One Way Trip	ALMOST 140% INCREASE
A0434	Specialty Care Base Rate	\$238.25	\$629.42	One Way Trip	
A0435	Air Transport Mileage- Plane Transport	\$7.73	\$7.88	Mile	
A0436	Air Transport Mileage- Helicopter Transport	\$10.40	\$19.06	Mile	

- This revision in pay will likely be a huge increase for our collections. Our most common bills are ALS Base and BLS base.

A-Shift BC Busch Report

Emergency Calls of Note

- 6/11/22 E11 hit on I-76, minor damage
- 6/18/22 Mutual Aid with Brighton Fire on a Trench Rescue
- 6/24/22 Large trash/recycle fire

Special Projects/Trainings

- 6/5/22 Wildland Training
- 6/6/22 EMS Toxicology case review
- 6/24/232 Auto Aid Fire Training with Brighton Fire canceled due to the large trash fire
- 6/29/22 Swift Water Training
- 6/30/22 Truck 11 participated in the Avalanche Championship Parade

B-Shift BC Garner Report

Fire

- Working structure fire at 75th and York St. Contained to a single unit, no injuries; Thornton Fire and South Adams County Fire assisted.

Special Operations



- North Area Technical Rescue Training: Swiftwater at Boulder: 15 personnel, 8-13:00 for a total of 15 hours
- ACFR Wildland Training: Strategy and Tactics; line personnel training, 8-12:30 for a total of 13.5 hours
- ACFR Swiftwater Training: Boat Operations; line personnel training, 8:00-14:00 for a total of 18 hours

Special Events

- Our 3 probationary employees are close to finishing their first year. Two of them have completed all required material, and their officers have submitted requests for them to move to Firefighter III Class. Our last one has finished his final test and passed but is still in his FTO program but is expected to be on time.
- Crews interacted with a YouTube video company that does work in the fire service. This will be what seems to be great exposure for ACFR.
- With recent promotions to Engineer, these have made 7 promotions from B-Shift in the last two years. This also includes the next Captain position to Matt Leete.

C-Shift Acting BC – Captain Jeffries Report

Emergency Calls of Note

- 6/2/2022 Structure fire at 7320 Pecos St Minor damage to the building, Patient suffered burns.
- 6/13/2022 Auto Aid with Westminster FD on a structure fire went well.
- 6/20/2022 Auto Aid with SACFD on a house fire.
- 6/20/2022 Auto Aid with SACFD on a brush fire threatening buildings all went well.

Special Projects/Trainings

- 6/1/2022 Department Wildland Training: Went over Equipment and Strategy/Tactics.
- 6/2/2022 Annual Structure gear cleaning and repair was completed.
- 6/7/2022 Training regarding new pre-connect hose loads on the apparatus.
- 6/8/2022 EMS Training: Toxicology and street drugs. ACSO Drug Task Force instructed the training.
- 6/13/2022 North Area Water Rescue Training: Training was completed in Boulder during high runoff.
- 6/20/2022 Fire Training with Brighton FD: Covered Primary Search/Fire Control and VEIS.
- June SWOT Committees throughout the month.

Accomplishments

- Crews participated in SWOT meetings all month.



- C-Shift/St-11/Medic-11 crew, Scott Carscadden, and Whitney Holtan responded with FH FD on a difficult patient. Officer 41 wrote a nice email regarding the professional behavior both demonstrated:

“Today, we had Medic 11 respond with us for an EMS call at 0000 W 00th Ave. This call was a little different than a “typical” call. This patient a bariatric patient that is a paraplegic and cannot do a lot on her own. We have responded several times for lift assists and general help. She is currently having a lot of difficulties with getting a nurse or CNA from the state to help her. She has also been working with adult protective services from Adams County without much avail.

This call was very low acuity as she had ran out of medications and needed help with her catheter, along with transport to a hospital. I first want to commend your staff, Whitney and Scott, for being very patient and kind to our patient, citizen, and former ADCOM dispatcher as we dealt with her needs. They were utmost professional and felt they went above and beyond than normal.

Next, I would like to apologize for taking one of your busiest medic units out of service for so long. I try my best to make sure we can get them back into service as fast as we can without compromising patient care. Crew resource is important especially since Cad to Cad went live and don’t want to tie up units if it’s not needed.

Thank you,
Jack Quinn (Officer 41)