

**RECORD OF PROCEEDINGS**

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West Metro Fire Protection District  
Civil Service Committee Meeting  
April 14, 2022

**I. CALL TO ORDER**

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Don Sherman at 6:00 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District’s Administrative Office Building, at 433 South Allison Parkway, Lakewood, Colorado, and available remotely via Zoom.

**II. ROLL CALL**

President Don Sherman	Present
Vice President Peggy Valdez	Present
Member Susan Emsbo	Present
Member Dick Igel	Present
Member Leo Johnson	Present
Member Jim Roos	Present
Member Danny Turney	Absent – Excused
Board Liaison Jerry Cassel	Present

Also present were Fire Chief Don Lombardi; Division Chief Doug Hutchinson; Lieutenant Jon Beattie, representing IAFF Local 1309; and, Ms. Jennifer Wheaton as recording secretary.

**III. PUBLIC COMMENT**

None.

**IV. ADOPTION OF AGENDA**

**MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of April 14, 2022, as presented. The motion was voted upon and carried.**

**V. REVIEW OF MINUTES**

**MOTION: It was moved by Peggy Valdez and seconded by Jim Roos to approve the minutes of the regular meeting of the Civil Service Committee dated March 10, 2022 as amended, correcting the list of individuals present at the March 10, 2022 CSC meeting to remove Cathy Tallerico, esq. The motion was voted upon and carried.**

## **VI. REPORT OF THE FIRE CHIEF – Fire Chief Don Lombardi**

Chief Lombardi and the staff involved in the accreditation process are preparing for a site visit by the Center for Public Safety Excellence (CPSE) peer review team assigned to West Metro. As part of the renewal of the accreditation process, a peer team will visit West Metro the week of May 22-26 to take a closer look at the organization. A kickoff meeting will occur on Monday, May 23, 2022 to introduce the peer review team to the board and Civil Service Committee members. All Committee members are encouraged to attend this kickoff meeting.

CPSE also hosted the Excellence Conference in March. With West Metro actively going through renewal of the accreditation process, Chief Lombardi and the staff in attendance noted themes coming out of the hearings that will be valuable information when the time comes for West Metro to be presented before the Commission on Fire Accreditation International (CFAI) in August. Appearing before the Commission is the final stage in the renewal of the accreditation process. Chief Lombardi encouraged the Civil Service Committee members to be present for the West Metro Commission hearing in August.

CPSE has selected West Metro along with Indianapolis Fire Department to be featured as organizations that demonstrate best practices with regards to labor management. Chief Lombardi will update the Committee as more information on this topic becomes available.

The May 3, 2022 board member election is coming up. Polling locations include Fire Station 17, Administration, Training Center, and Fire Station 15. Anyone unable to vote in person at one of the polling locations can request an absentee ballot from Jennifer Wheaton by April 26, 2022.

## **VII. REPORT OF THE TRAINING CHIEF – Division Chief Hutchinson**

The current recruit academy is scheduled to graduate June 8, 2022 at Dakota Ridge High School. Chief Hutchinson encouraged the Committee to attend.

The annual wildland certification training is nearly complete. Other training includes thermal imaging camera orientation for the new devices the District purchased in recent months. Stevinson automotive has authorized West Metro to train on a plot of land near the Toyota dealership at 6<sup>th</sup> and Indiana that currently has several houses on the property. The opportunity will provide valuable opportunities for live fire training in the months of May, June, and July.

Jeffco Leadership Day will occur at the Training Center on May 6, 2022. Chief Lombardi will be speaking to the leadership group that day, along with a fire demonstration on the drill grounds, and a tour of the Training Center and US&R facilities.

Camp Ember will occur June 2-5, 2022. Chief Hutchinson invited the Committee to observe the activities of the camp during this timeframe. With over 200 applicants, 16 young women aged 16-18 will be selected to attend the camp.

**VIII. REPORT OF LEGAL COUNSEL – Cathy. Tallerico, Esq.**

Chief Lombardi reported on behalf of Ms. Tallerico. The Bourne attorney has indicated that Mr. Bourne will appeal the decision made by the Committee. If the appeal is pursued, the appeal process would occur within in Jefferson County courts.

**IX. REPORT OF BOARD LIAISON – Treasurer Jerry Cassel**

Mr. Cassel reported on the March 15, 2022 board meeting. The next board meeting is scheduled for April 19, 2022.

**X. REPORT OF THE UNION – Lieutenant Jon Beattie**

The Colorado Fallen Firefighter Foundation Remembrance Ceremony will occur Saturday, May 7, 2022. Fallen Firefighter/Paramedic Dan Moran will be honored at this ceremony.

The union has been involved in the upcoming board member election. Lieutenant Beattie encouraged eligible voters to come to the polls to vote on Election Day, May 3, 2022

The COVID-19 response has transition from pandemic to endemic. Employee morale has improved as a result of the recent changes.

**XI. REPORT OF THE RCS SUBCOMMITTEE – Lieutenant Jon Beattie**

Lieutenant Beattie reported that a total of 32 candidates from the hiring list will be selected for the fall academy which will be a West Metro only academy and will begin in August 2022. The background checks, polygraph, and psychological tests are in progress.

Lieutenant Beattie announced that informal discussions have begun about the possibility of making the RCS Subcommittee a strategic planning team in the future. Chief Lombardi added that he was able to speak with a deputy chief from Cobb County about the successes pertaining to their process of removing various types of bias from the hiring process. This is something that West Metro will be looking into further to see if the process would be applicable to this organization in the future.

**XII. FINANCIAL REPORT – Division Chief Doug Hutchinson**

**A. Budget Review**

Chief Hutchinson reviewed the 2022 year-to-date budget.

**XIII. OLD BUSINESS**

**A. 2022 Lieutenant Promotional Exam**

The contract has been finalized and is in the hands of CPS-HR at this time. Chief Hutchinson announced that the reading list is in the process of being finalized and will be up for approval at the May 12, 2022 CSC meeting.

#### **XIV. NEW BUSINESS**

- A. Certify the Top Three Names from the Eligibility Register for the Rank of Engineer

**MOTION: It was moved by Leo Johnson and seconded by Jim Roos to certify the top three names from the eligibility register for the rank of engineer (J. Spencer, J. Wasinger, N. Cooke). The motion was voted upon and carried.**

#### **XV. OTHER MATTERS**

President Sherman recognized National Telecommunicators Week and acknowledged the services provided by JeffCom 911.

After 16 years of service, Dick Igel announced his resignation from the Civil Service Committee. President Sherman thanked Mr. Igel for his years of service. Mr. Igel will remain on the Committee until a replacement is identified.

#### **XVI. EXECUTIVE SESSION**

None.

#### **XVII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Leo Johnson and seconded by Dick Igel to adjourn the regular meeting of the West Metro Fire Protection District Civil Service Committee. The motion was voted upon and carried.**

The meeting adjourned at 6:54 p.m.

Recording Secretary: /s/ Jennifer Wheaton  
/s/ Don Sherman