

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
January 10, 2019

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 Training Center, at 3535 S. Kipling Street, Lakewood, Colorado.

II. ROLL CALL & ELECTION OF OFFICERS

President Don Sherman	Present
Vice President Danny Turney	Present
Member Tom Coonley	Absent - Excused
Member Susan Emsbo	Present
Member Dick Igel	Present
Member Leo Johnson	Present
Member Peggy Olivas	Present
Member Jim Roos	Present
Member Joan Rosenberger	Present
Board Liaison Pam Feely	Present

Also present were Fire Chief Don Lombardi; Division Chief Dan Pfannenstiel; Lieutenant Reed Norwood, representing IAFF Local 1309; and, Ms. Kim Brewer as recording secretary.

MOTION: It was moved by Jim Roos and seconded by Peggy Olivas to nominate Don Sherman for president. The motion was voted upon and carried.

MOTION: It was moved by Susan Emsbo and seconded by Jim Roos to nominate Danny Turney for vice president. The motion was voted upon and carried.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Leo Johnson and seconded by Dick Igel to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of January 10, 2019, as presented. The motion was voted upon and carried.

V. DESIGNATION OF POSTING PLACES

MOTION: It was moved by Leo Johnson and seconded by Danny Turney to continue to post public notices and agendas for the Civil Service Committee meetings on the West Metro Fire Protection District website, at all 17 fire stations, Jefferson County offices, Douglas County offices, and, the West Metro Fire Protection District administration building lobby. The motion was voted upon and carried.

VI. REVIEW OF MINUTES

MOTION: It was moved by Jim Roos and seconded by Leo Johnson to approve the minutes of the regular meeting of the Civil Service Committee dated December 13, 2018, as presented. The motion was voted upon and carried.

VII. REPORT OF THE FIRE CHIEF – D. Lombardi

We will begin negotiations with the union tomorrow. They extended their contract to March to allow us to get through the election.

In two weeks West Metro will be hosting the Large District Round Table, which began last year hosted by Unified Fire Authority in St. Lake City, Utah. The intent of the Round Table is to share information on how each agency operates, and overcomes various issues such as recruitment and retention, legalized marijuana from a hiring standpoint, and promotional testing. Clackamas Fire District, Orange County Fire Authority, Sacramento Metropolitan Fire District, South Metro Fire Rescue, Tualatin Valley Fire & Rescue, and Unified Fire Authority were invited to attend.

Chief Lombardi asked the Standard of Cover Strategic Planning Team to address our call volume problems (do we need to put another medic unit in service? do we need to look at other avenues to alleviate some of the call volume in our busier response areas?) and get back to him with their recommendations.

Now that South Metro Fire has merged with Littleton Fire, they need help on the western side of their district, specifically Fairview Meadowbrook. The board of directors will be asked to approve an Automatic Aid Agreement with South Metro that pays us for our response in those areas, at their next meeting.

VIII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

Academy class 19-01 will start on February 4th with 16 recruits; 14 from West Metro and two from Arvada Fire.

Workplace Respect training begins tomorrow. The training will be attended off-duty for most uniformed employees. Day employees and civilians will attend on-duty.

The annual training plan is out and the year-end report is being formulated.

Key deliveries for training this year are going to be learning gaps; core firefighting skill sets such as oriented search, and incident command, size-up and incident action plan development at the officer level.

IX. REPORT OF LEGAL COUNSEL – C. Tallerico, Esq.

None.

X. REPORT OF BOARD LIAISON – P. Feely

Ms. Feely reported on the board meeting of December 13, 2018. The next board meeting is scheduled for January 15, 2019.

XI. REPORT OF THE UNION – R. Norwood

The union is looking forward to negotiations tomorrow and Lieutenant Norwood congratulated President Sherman and Vice President Turney on their reappointments.

XII. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

14 West Metro recruits are starting the next academy in February. Originally there were going to be 16; one deferred to Denver and another deferred to our August academy. The goal is still to hire 22 individuals for 2019. The current hiring list is valid until the spring of 2020, so new hire testing won't begin until early next year.

XIII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

Chief Pfannenstiel reviewed the Civil Service Committee budget for 2019.

XIV. OLD BUSINESS

A. 2019 Assistant Chief Exam Contract Award Update

The award for the 2019 assistant chief exam was made to CPS. The other three contractors were offered a debrief, but First Idea was the only one who took the offer.

The kick-off meeting with the SMEs and CPS to set the framework and dates took place today. The next meeting is going to be held February 13th at 9:00 a.m., March 1st at 9:00 is the orientation where candidates will be assigned their project. The SMEs are Scott Rogers, Keith Schneider, and Jay Jackson.

B. 2019 Engineer Exam

1. Contractor Selection – (tabled from December meeting)

The RFP for the 2019 assistant chief exam also asked for a proposal for the 2019 engineer exam. The RFP explained that they could be awarded both contracts jointly or otherwise. We did not get any significant benefit for awarding both tests to the same party other than CPS.

The proposals for the engineer exam were all over the board. In the next month we are going to go back to the contractors, ask specific questions and have them provide addendums to their proposal with appropriate price changes. It was not clear in the RFP that West Metro designs and executes the tests. What we're asking the contractor to do is to provide a dimension structure and a grading structure to go with it. We hope to get this information back by the February meeting so that we can make an award and move forward with the reading list for the engineer exam.

XV. NEW BUSINESS

None.

XVI. OTHER MATTERS

None.

XVII. GOOD OF THE ORDER

None.

XVIII. EXECUTIVE SESSION

None.

XIX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Danny Turney and seconded by Joan Rosenberger 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 6:47 p.m.

Recording Secretary: /s/s/ Kim Brewer
/s/ Don Sherman