

RECORD OF PROCEEDINGS

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

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by Member Dick Igel 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

President Don Sherman	Absent - Excused
Vice President Danny Turney	Absent - Excused
Member Tom Coonley	Present
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 Jerry Cassel	Present

Also present were Fire Chief Don Lombardi; Division Chief Dan Pfannenstiel; Lieutenant Reed Norwood, 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 Jim Roos to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of October 10, 2019, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Leo Johnson and seconded by Tom Coonley to approve the minutes of the regular meeting of the Civil Service Committee dated September 12, 2019, as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

The 2020 budget is complete and will be presented to the board of directors at the next board meeting.

West Metro Colorado Task Force One completed an Administrative Readiness Evaluation (ARE) last month. CO-TF1 was awarded a score of 98, one of the highest scores ever awarded. Evaluators plan to use the findings of the ARE for implementation of best practices nation-wide.

VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

The 19-02 recruit academy is currently at the halfway point. One candidate resigned last week, leaving 13 West Metro recruits. The Firefighter I exam will occur on November 5, 2019, and two weeks later, the class will take the Firefighter II exam. Graduation is scheduled on December 3, 2019 at 4:00 p.m.

Tenured firefighters will begin participation in multi-company drills next week, including firefighter survival, hose management, and EMS training.

Last week, a multi-agency active shooter exercise was hosted at the Training Center.

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

None.

IX. REPORT OF BOARD LIAISON – J. Cassel

Mr. Cassel reported on the September 24, 2019 board meeting. The next board meeting is scheduled for October 15, 2019.

The 2019 Family Fire Muster occurred on September 28, 2019. The event was a great success and was well attended.

X. REPORT OF THE UNION – R. Norwood (via conference call)

Lieutenant Norwood thanked the committee members for their support in making the 33rd Annual IAFF Fallen Fire Fighter Memorial service a special event. The memorial was held September 21, 2019, in Colorado Springs and was well attended. Engineer Aaron

Lybarger was added to the Wall of Honor. Local 1309 hosted a barbeque immediately following the memorial ceremony.

The 38th Annual National Fallen Firefighters Memorial in Emmitsburg, MD, October 4-6, 2019 was well attended. West Metro Engineer Aaron Lybarger was honored at the ceremony.

Lieutenant Norwood thanked Chief Lombardi for his efforts to obtain cancer coverage for the West Metro mechanics.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood (via conference call)

Applications for the firefighter hiring process opened October 1, 2019, and will remain open through January 31, 2020. Part of the application process includes a questionnaire to assess the marketing effectivity. Hiring brochures are available through the website, email, and hard copies for distribution.

Requests for proposals have been sent out for the oral board process.

XII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

Chief Pfannenstiel reported on the year-to-date Civil Service Committee budget.

XIII. OLD BUSINESS

A. 2019 Engineer Exam

Lieutenant Norwood thanked the committee for quickly the publishing the final scores of the 2019 Engineer Exam.

1. Ratify Final Scores

MOTION: It was moved by Tom Coonley and seconded by Susan Emsbo to ratify the final scores of the 2019 Engineer Exam. The motion was voted upon and carried.

B. 3rd Grade Firefighter Exam (Class 18-02)

1. Ratify Final Scores

MOTION: It was moved by Leo Johnson and seconded by Tom Coonley to ratify the final scores of the 3rd Grade Firefighter Exam. The motion was voted upon and carried.

C. 2020 Captain Exam

1. Contract Award

MOTION: It was moved by Tom Coonley and seconded by Peggy Olivas to approve awarding the contract for the 2020 Captain Exam to CPS HR. The motion was voted upon and carried.

Opposed: Jim Roos

D. **MOTION: It was moved by Tom Coonley and seconded by Leo Johnson to approve awarding the contract for the 2020 Lieutenant Exam to CPS HR. The motion was voted upon and carried.**

2. Reading List

MOTION: It was moved by Jim Roos and seconded by Leo Johnson to approve the reading list for the 2020 Captain Exam. The motion was voted upon and carried.

XIV. NEW BUSINESS

XV. OTHER MATTERS

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Susan Emsbo 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 7:16 p.m.

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