

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
November 14, 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

President Don Sherman	Present
Vice President Danny Turney	Present
Member Tom Coonley	Present
Member Susan Emsbo	Absent - Excused
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; 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 Tom Coonley to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of November 14, 2019, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Tom Coonley and seconded by Leo Johnson to approve the minutes of the regular meeting of the Civil Service Committee dated October 10, 2019, with changes to VII – Report of the Training Chief, changing First Grade Firefighter Exam to Firefighter I test, and changing Second Grade Firefighter Exam to Firefighter II test. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

The 2020 budget was presented to the board of directors at the October board meeting. The public hearing for the budget will occur at the November board meeting. Chief Lombardi reviewed the revenue streams and expenditures projected for the coming year, with proposed budget items including staffing increases in needed areas of the organization, and planning for capital expenditures. The board will be asked to approve the budget at the December board meeting.

VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

The tenured firefighter track is nearly complete.

Recruit academy class 19-02 will take the Firefighter II exam on November 21, 2019, followed by a field day to prepare recruits for a day in the life of a firefighter. Final evaluations occur on November 26 and 27, 2019. The 19-02 class graduation will be held on December 3, 2019, at Dakota Ridge High School. Post academy includes two EMS focused days, IV certification, car seat technician training, and a final 24-hour ride with a medic unit. The graduates will be placed in their line duty positions during the week of December 15, 2019.

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

None.

IX. REPORT OF BOARD LIAISON – J. Cassel

Mr. Cassel reported on the October 15, 2019 board meeting. The next board meeting is scheduled for November 19, 2019.

X. REPORT OF THE UNION – R. Norwood

The Local 1309 Holiday Party and Awards Ceremony will be held at 6:00 p.m. on December 14, 2019 at the CPFF Event Center, 12 Lakeside Lane, Denver, CO. The event is open to all uniformed and civilian employees, including the Civil Service Committee and board of directors.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

The firefighter application process and marketing analytics are in progress. Over 100 applications have been received, with an anticipated surge in applications near the end of the application period. Outreach efforts continue with visits to local fitness facilities, colleges, and military bases.

Three vendors have submitted proposals for oral board services.

The next RCS meeting is scheduled for Monday, November 18, 2019.

XII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

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

XIII. OLD BUSINESS

A. 2020 Captain Exam

1. Approve Notice of Promotional Examination for the Rank of Captain

MOTION: It was moved by Tom Coonley and seconded by Danny Turney to approve for posting on November 14, 2019, the Notice of Promotional Examination for the Rank of Captain as presented. The motion was voted upon and carried.

XIV. NEW BUSINESS

None.

XV. OTHER MATTERS

None.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Joan Rosenberger and seconded by Danny Turney 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 6:56 p.m.

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