

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
January 9, 2020

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 - Excused
Member Tom Coonley	Present
Member Susan Emsbo	Present – Arrived at 6:04 p.m.
Member Dick Igel	Present
Member Leo Johnson	Present
Member Peggy Olivas	Present
Member Jim Roos	Absent - Excused
Member Joan Rosenberger	Present
Board Liaison Jerry Cassel	Absent

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.

MOTION: It was moved by Dick Igel and seconded by Tom Coonley to nominate Don Sherman for president. The motion was voted upon and carried.

MOTION: It was moved by Joan Rosenberger and seconded by Dick Igel to nominate Peggy Olivas 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 Tom Coonley to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of January 9, 2020, as presented. The motion was voted upon and carried.

V. DESIGNATION OF POSTING PLACES

MOTION: It was moved by Joan Rosenberger and seconded by Tom Coonley to approve and authorize continuation of posting public notices and agendas for the Civil Service Committee meetings on the West Metro Fire Protection District website; and, the main lobby of the administration building of West Metro Fire Protection District. The motion was voted upon and carried.

VI. REVIEW OF MINUTES

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

VII. REPORT OF THE FIRE CHIEF – D. Lombardi

2020 Budgets have been approved by the board of directors.

VIII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

Personnel changes to the training staff occurred at the beginning of the year, including the addition of a new training engineer, Kyle Bartlett. Captain Chris McCullen and Lieutenant Brett Burke have joined the staff to replace Captain Hildebrandt and Lieutenant Andy Jensen upon their return to line duty assignments.

The annual training plan has been finalized and placed on the training calendar. Key deliveries for training early in the year include sleep health, blue card, and wildland training. Department-wide CPR training begins in February.

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

None.

X. REPORT OF BOARD LIAISON – J. Cassel

None.

XI. REPORT OF THE UNION – R. Norwood

Union President Mulcahy and Secretary/Treasurer Reichenbach will attend the Affiliate Leadership Training Summit, January 19 – 22, 2020.

Lieutenant Mike Frainier is currently running a campaign for the 9th District Vice President position with the International Association of Fire Fighters (IAFF). If elected, this position has oversight responsibilities of multiple states within the IAFF including Colorado, Nevada, Utah, Wyoming, and Oregon.

XII. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

Outreach efforts continue for the firefighter hiring process. The current total number of applications submitted is 325. While the number of applications submitted is lower than totals in previous years, the committee is hopeful that the applicants that have applied are high quality candidates and very interested in the profession. The application period ends on January 31, 2020.

In preparation for the upcoming written exam and oral boards, a kickoff meeting with FirstIdea occurred to discuss the job analysis, expectations, and exam questions.

The subcommittee will begin to seek 12 to 14 in-house assessors for the oral board panel.

Chief Aseltine has replaced Chief Fey as the RCS subcommittee secretary.

XIII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

Chief Pfannenstiel reviewed the Civil Service Budget for 2019 and 2020.

XIV. OLD BUSINESS

A. 2020 Captain Exam

The application period for the Captain Exam has closed, with 13 applications submitted from qualified candidates. The next meeting for this exam will occur on January 21, 2020 to finalize exam questions and begin exercise planning. Ms. Olivas and Ms. Rosenberger will plan to attend this meeting. Ms. Olivas will proctor the written exam on February 10, 2020 at 9:00 a.m. One other committee member will attend to address any potential protest discussion, and to attend the afternoon SME meeting.

B. 2020 Lieutenant Exam

Evaluation of the reading list continues, considering what is trending in the fire service at the moment. Changes to the reading lists that have been used in the past are anticipated.

C. 2020 3rd Grade Firefighter Exam (19-01)

Chief Pfannenstiel invited any members of the CSC to attend the written or practical component of the exam on March 9, 2020 at 8:00 a.m. The intent of this exam is to ensure that this academy group of 14 firefighters has retained the skills and abilities demonstrated during the academy before being eligible to promote to the level of 3rd Grade Firefighter.

XV. NEW BUSINESS

None.

XVI. OTHER MATTERS

Mr. Turney will be graduating from the Denver Fire Department academy next week. Details of the graduation will be sent via email to members interested in attending the ceremony.

XVII. EXECUTIVE SESSION

None.

XVIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Leo Johnson and seconded by Tom Coonley 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 6:29 p.m.

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