

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
March 12, 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 6:10 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 Peggy Olivas	Present
Member Tom Coonley	Absent - Excused
Member Susan Emsbo	Absent - Excused
Member Dick Igel	Present
Member Leo Johnson	Absent - Excused
Member Jim Roos	Present
Member Joan Rosenberger	Absent - Excused
Member Danny Turney	Absent - Excused
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

None.

V. REVIEW OF MINUTES

None.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

Chief Lombardi updated the committee on the current preparations for West Metro's response to COVID-19. COVID-19 has arrived in Colorado. As of today, the state of Colorado has the fifth highest number of cases in the U.S. Chief Aseltine, the Division Chief of Accreditation and Risk Management, is leading the West Metro response. Each and every area of the organization is making proactive adjustments as new information about COVID-19 continues to emerge.

Chief Lombardi added that he is receiving updated information about the virus regularly and that new information could require a modification to the current response at any time. He encouraged CSC members to monitor West Metro's Facebook, Twitter, Instagram, and Youtube channels for additional information.

VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

The first quarter CPR, multi-company drills, and the sleep health trainings are complete.

Preparations are currently underway to reconfigure the Class A fire trainings for the April and May 2020 drills. The drills will include three new rooms and a garage, allowing for new challenges during the training. At this time, Arvada Fire and South Metro Fire are planning to join West Metro for this training.

Looking ahead to the summer, planning has begun for the recruit academy which will begin on July 30, 2020. June and July Class A burns are in the planning stages, and groundwork has begun for the 2020 Lieutenant Exam.

The COVID-19 preparations may soon affect the scheduling of meetings and events held at the Training Center. Chief Pfannenstiel is in the early stages of making alternate plans for previously scheduled external stakeholder events and meetings.

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

None.

IX. REPORT OF BOARD LIAISON – J. Cassel

Mr. Cassel reported on the February 18, 2020 board meeting. The next board meeting is scheduled for March 17, 2020.

X. REPORT OF THE UNION – R. Norwood

The IAFF Legislative Conference just concluded in Washington D.C., with three union members in attendance. This conference was an opportunity for the leadership to meet with the state representatives and senators to discuss current firefighter issues locally and nationally.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

New Hire Written Exam

Nearly 600 people attended the new hire written exam. There was one official challenge to the exam regarding confusion over the time allowed to complete the exam. The challenge has been addressed.

The Physical Agility Test (PAT)

The PAT process is underway and will conclude on March 16, 2020.

Oral Boards

Oral boards are scheduled for March 30 - April 4, 2020 at Administration. The oral board panel has been selected, and includes a diverse pool uniform staff members representing the ranks - firefighter through captain. Oral board questions have also been selected. For paramedic applicants, there is an optional paramedic assessment available where paramedics will be given the opportunity to take an exam to demonstrate paramedic competency with potential for earning additional points. The point allotment is similar to that of points given to applicants with military service.

XII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

Chief Pfannenstiel reviewed the 2020 year-to-date budget.

XIII. OLD BUSINESS

A. 2020 Captain Exam

The current plan is to continue with the assessment center March 16-19, 2020. The facility has been sanitized in preparation for the arrival of all assessors and candidates. Three to four Civil Service Committee members are planning to be in attendance.

B. 2020 Lieutenant Exam

Work continues on the reading list with plans for the list to be finalized next month.

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

A preliminary scores have been posted and are awaiting ratification by the CSC.

XIV. NEW BUSINESS

None.

XV. OTHER MATTERS

Mr. Sherman reported that he will make a recommendation to the board to hold the CSC at 8 members after Tom Coonley resigns from the committee in May 2020.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

The meeting adjourned at 7:15 p.m.

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