

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
October 8, 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 remotely via video and conference call in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Don Sherman	Present via Videoconference
Vice President Peggy Valdez	Present via Videoconference
Member Susan Emsbo	Present via Videoconference
Member Dick Igel	Present via Videoconference
Member Leo Johnson	Present via Videoconference
Member Jim Roos	Present via Videoconference
Member Joan Rosenberger	Present via Videoconference
Member Danny Turney	Present via Videoconference
Board Liaison Mike Williams	Present via Videoconference

Also present via videoconference 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 Danny Turney to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of October 8, 2020, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to approve the minutes of the regular meeting of the Civil Service Committee dated September 10, 2020, as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

The 2021 budget is nearly complete and will be presented to the board of directors at the next board meeting.

Reports from the county show property tax revenue to be stable.

The 2020 Board Retreat will be held this weekend to inform the newly elected board members about West Metro. Presentations will be given by various organizational leaders on each area of the organization.

VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

Final adjustments to the 2021 budget are in progress. Development is underway for the West Metro 2021 annual training plan. The week-long driver instructor certification program is nearing completion. Bordering agencies South Metro and Arvada Fire will be joining West Metro for Commercial Class B fire scenarios between now and the middle of November.

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

None.

IX. REPORT OF BOARD LIAISON – M. Williams

Mr. Williams reported on the September 15, 2020 board meeting. The next board meeting is scheduled for October 20, 2020.

X. REPORT OF THE UNION – R. Norwood

The 34th Annual IAFF Fallen Fire Fighter Memorial was broadcast live via YouTube on September 19, 2020 in Colorado Springs. The event was a great tribute to our fallen firefighters.

The Union remains active in various political campaigns.

The Biannual IAFF Convention is projected to occur in January 2021. It is still unclear what the format will be at this time.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

Oral board component of the new hire process is now complete. The all online platform was very successful with positive feedback from candidates and assessors. 249 candidates participated in the oral boards. FirstIdea is in the process of compiling the data and results will follow shortly.

XII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

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

XIII. OLD BUSINESS

A. 2020 Lieutenant Exam

1. Ratify the Final Exam Scores

MOTION: It was moved by Danny Turney and seconded by Dick Igel to ratify the final results of the 2020 lieutenant exam, to approve posting the final results of the 2020 lieutenant exam on October 8, 2020, and establish an eligibility register for the rank of lieutenant through October 8, 2022. The motion was voted on and carried.

B. 2021 Assistant Chief Exam

Chief Pfannenstiel reported that SMEs have been selected for the 2021 Assistant Chief Exam, and a loose timeline for the exam has been identified. The reading list and notice will be finalized in the coming weeks. The Committee reviewed and discussed the proposal from CPS-HR for the 2021 Assistant Chief Exam and 2021 Engineer Exam.

C. 2021 Engineer Exam

The written portion of the 2021 Engineer Exam is projected to be scheduled in early August 2021, with Phase I assessment in late August, and Phase II assessment in September. The Committee reviewed and discussed the proposal from CPS-HR for the 2021 Assistant Chief Exam and 2021 Engineer Exam.

MOTION: It was moved by Leo Johnson and seconded by Dick Igel to approve the CPS-HR proposal for the 2021 Assistant Chief Exam and 2021 Engineer Exam. The motion was voted on and carried.

D. Assistant Chief Educational Requirements

MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to accept the changes to the CSC Rules and Regulations for the assistant chief educational requirements to add the requirement of a four-year degree (Bachelor's) from an accredited college or university, effective 2027 and thereafter. The motion was voted on and carried.

E. Master Services Agreement (MSA)

President Sherman requested and received a draft of an MSA from CPS-HR. After review, the Committee concluded that this MSA draft was not specific enough to meet the needs of the various exams for which we contract and could not see an advantage to entering into this agreement at this time. President Sherman will return the MSA to CPS-HR with a request for additional detail.

XIV. NEW BUSINESS

- A. Certify the Top Three Names from the Eligibility Registers for the Rank of Assistant Chief, the Top Three Names for the Rank of Captain, and the Top Four Names for the Rank of Lieutenant

MOTION: It was moved by Leo Johnson and seconded by Jim Roos to certify the top three names from the eligibility registers for the rank of assistant chief (T. Heidl, S. Jewell, M. Parker), the top three names for the rank of captain (J. McConaghy, S. Erosky, S. Duncan), and the top four names for the rank of lieutenant (R. Floyd, C. Kim, D. Piccone, B. Harmon). The motion was voted on and carried.

XV. OTHER MATTERS

- A. CSC Meeting for the Remainder of 2020

The Civil Service Committee discussed the format for future meetings and agreed to continue with Zoom Civil Service Committee meetings for the remainder of 2020.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Jim Roos and seconded by Susan Emsbo 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 6:58 p.m.

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