



Commission on
Fire Accreditation
International

2024 Agency Annual Compliance Report

As Based Upon the 10th Edition of the CFAI Self-Assessment Manual

West Metro Fire Protection District
433 South Allison Parkway
Lakewood, Colorado
USA 80226



WEST METRO
FIRE PROTECTION DISTRICT

This Report Prepared on June 29, 2024
By
Steve Aseltine, Accreditation Manager
For The
Commission on Fire Accreditation International

This Report Represents The Agency's Status
As It Relates To Its Accreditation Report
Dated June 17, 2022

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Preface

The accreditation report submitted to the Commission on Fire Accreditation International (CFAI) enabled the commission to award accreditation status to your agency. Your commitment to quality improvement is one of the requirements in retaining your accredited agency status. This is accomplished by the preparation and submission of an annual compliance report (ACR).

Each section must be completed, and exhibits provided for all changes identified. Examples of appropriate exhibits are: certified copy of the governing body minutes, CEO written directives, copies of Federal or State Statutes, copies of local ordinances or resolutions, copies of purchase orders, copies of signed contracts, copies of Federal or State administrative rules, copies of Federal or State regulatory agency ordered action or settlement agreement, copies of court ordered action or settlement agreement, copies of local government charters, or copies of voter approved referendum.

Updating Agency Information: CPSE tracks much of your agency information and demographics in our database. To keep this information current, we request that you **update your agency profile before submitting your ACR.**

The agency head, accreditation manager and department assistant will have multiple identities (personal and agency) and can switch between the two. Login to the portal using your email address.

Click [here](#) to login to the portal.

The ACR is due before the anniversary date of your agency's most recent award of accreditation.

- Spring agencies (Excellence Conference) are due annually on February 15th
- Summer agencies (Summer Symposium) are due annually July 15th

Any questions regarding the report, its content or length should be directed to the [CFAI Program Manager](#).

Purpose

The purpose of the Annual Compliance Report (ACR) is to drive improvement together by:

- Demonstrating your compliance with core competencies.
- Evaluating your data to understand gaps that lead to continuous quality improvement outcomes.
- Monitoring your peer assessment team report recommendations.
- Facilitating your accountability to internal and external stakeholders.
- Supporting your institutionalization of the accreditation process.

Agency Demographics and Information Update

Enter the [CPSE portal](#) and update your agency information

Agency Name: West Metro Fire Protection District
Agency Address: 433 S. Allison Parkway, Lakewood, Colorado 80226
Agency Head: Fire Chief Don Lombardi
Agency Head E-Mail: dlombardi@westmetrofire.org
Agency Head Phone: (720) 641-5692
Accreditation Mgr: Steve Aseltine
Accred. Mgr. E-Mail: saseltine@westmetrofire.org
Accred. Mgr. Phone: (720) 641-5694
Date of most recent Award of Accreditation: August 16, 2022
Annual Compliance Report Number (1-4): 2
Current ISO Rating 1
If your agency has a split ISO rating, please document below:
ISO: 01/1X
Current Population: 296,917
Annual Budget: \$113,876,730
Department Type: Career
Highest Level of EMS Provided: ALS-Transport

Number of Fire Stations:	17
Total Uniformed Personnel (Career, Volunteer, Paid on Call)	402
Total Civilian Personnel:	50
Personnel assigned to:	
Administrative activities	83
Suppression activities	345
Inspection/Investigation activities	19
Disaster Preparedness activities	5

ACR Reporting Period: 1/1/2023 to 12/31/2023

1. Has there been a change in key positions of the agency during the past reporting period? No
 - a. If yes, please explain and provide an updated organizational chart.

2. Has there been a change in the governance of the agency? No
 - a. If yes, provide description and any applicable exhibits

3. Has there been a change in the area/population the agency protects? No
 - a. If yes, provide description and exhibits such as census data, maps, etc.

4. Have there been any changes in resources (i.e. equipment, stations, apparatus, etc.)? Yes
 - a. If yes, describe the change and its impact to the community. Provide any exhibits to support your discussion.
 - i. The West Metro Fire Protection District (District) deployed an additional 24-hour medic unit at Station 8 in order to:
 1. Add an additional medic to the Station 7, 8, and 10 area. This medic unit can also respond throughout the District.
 2. Support reliability of the effective response force (ERF) in the core of the District.
 3. Support work-life balance through decreased UHU of medics in the Station 7, 8, and 10 response area.
 4. Enhance opportunities for overtime attraction by decreasing the workload on busier medic units. (Exhibit 1)
 - ii. Medic 17 was temporarily relocated to Station 16 due to construction at Station 17 from June 8, 2023, through April 9, 2024.

5. Have there been any changes in programs/services? Yes
 - a. If yes, describe the changes and the impact to the community. Provide any exhibits to support your discussion.
 - i. The Recruit Candidate Selection (RCS) Committee met numerous times throughout 2023 in order to refine and recommend updates to the RCS Charter Document. This document defines the recruiting and hiring practices for uniform personnel at the District. These recommendations were voted on and adopted by the West Metro Fire Protection District Civil Service Committee. This initiative also supports one of the recommendations from the most recent accreditation report (2022), which stated, "It is recommended the agency continue to work towards its efforts to diversify the workforce to be reflective of the community in which it serves." These items are outlined in Exhibit 2 with some of the major changes being the removal of EMT certification requirement prior to hire, implementing a remote written test, developing and launching a new social media campaign, offering a new testing cycle for every academy, offering applications and physical agility testing at no cost, and adding a minimum passing score to the oral board process.
 - ii. Due to increased workload in the Fleet Maintenance Division, an additional mechanic position was added in 2023. This position was hired in order to decrease apparatus out-of-service times and to ensure availability of readily available apparatus reserves. (Exhibit 3 – Page 36 and Exhibit 4 – Page 14)
 - iii. Due to an increase in plan reviews, an additional civilian plans examiner was added to the Life Safety Division in order to decrease plan review completion times and meet the needs of new development within District boundaries. (Exhibit 4 – Page 16)
 - iv. With assistance from a grant, the District was able to add a wildfire mitigation specialist in 2023. The grant assists with salary and benefits for three years, after which time the District plans to support the continuation of the position. (Exhibit 4 – Page 11)
 - v. An administrative assistant in the Administration Division was added in order to assist with coverage of Civil Service Committee meetings, manage the administrative workload at the

District, and meet the needs of the ninth recommendation which states, “It is recommended the agency develop a formal tracking mechanism to assure all agency agreements are reviewed at least every three years.” (Exhibit 4 – Page 12)

- vi. On May 28, 2024, the District Board of Directors adopted the West Metro Fire Rescue Strategic Plan - 2024 Edition. While not applicable to reporting for 2023, this evolution of the Strategic Plan necessitates an interruption in the District’s hosting of Strategic Plan Tracking on the District’s website. (Exhibit 5)

6. Describe any significant changes to your annual budget? None

Compliance with Core Competencies

A. Is your agency in compliance with all core competencies? Yes

If you are not in compliance, identify and explain the core competencies and then provide your plan for improvement during the next year (see example below). Ensure you provide exhibits as necessary. Note: that during the phone interview regarding your ACR, the reviewer will have questions.

B. Agencies shall provide the most current year exhibits for all **Core Competencies** that require an **Annual Appraisal** process. These would include all the programs in Category 5, Goals and Objective in Category 3, and those Cores in Categories 8, 9, and 11 that require annual appraisals:

- 1) 3D.1 (Exhibit 5, Exhibit 6, and Exhibit 9)
- 2) 5A.7 (Exhibit 6 – Pages 9, 91, and 120)
- 3) 5B.4 (Exhibit 6 – Page 19)
- 4) 5C.4 (Exhibit 6 – Page 77)
- 5) 5D.9 (Exhibit 6 – Page 144)
- 6) 5E.3 (Exhibit 6 – Page 113)
- 7) 5F.9 (Exhibit 6 – Pages 34 and 106)
- 8) 5G.2 (Exhibit 6 – Pages 29, and 155)
- 9) 5H.3 (Exhibit 6 – Page 60)
- 10) 5K.3 (Exhibit 6 – Page 180)
- 11) 8B.6 (Exhibit 6 – Page 160)
- 12) 9B.13 (Exhibit 6 – Pages 14 and 83)
- 13) 11B.6 (Exhibit 6 – Page 173)

Data Evaluation

Please fill out the spreadsheets below to track and identify your performance in the programs identified below.

(Low Risk) Fire Suppression - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:53	02:33	02:41	02:37	02:44	03:40
Turnout Time	Turnout Time 1st Unit	Urban		02:00	02:02	02:00	02:03	02:01	01:57
Travel Time	Travel Time 1st Unit Distribution	Urban		05:49	05:45	06:12	05:40	06:03	05:26
	Travel Time ERF Concentration	Urban		05:49	05:45	06:12	05:40	06:03	05:26
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	06:54	09:23	08:59	09:26	09:03	09:34	09:49
			-	1,846	400	456	393	341	256
	Total Response Time ERF Concentration	Urban	06:54	09:23	08:59	09:26	09:03	09:34	09:49
				1,842	400	456	392	338	256

(Moderate Risk) Fire Suppression - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:34	02:23	01:42	02:05	02:38	03:11
Turnout Time	Turnout Time 1st Unit	Urban		02:04	01:58	01:57	02:16	02:04	02:00
Travel Time	Travel Time 1st Unit Distribution	Urban		05:29	05:05	05:22	05:41	05:07	06:24
	Travel Time ERF Concentration	Urban		14:38	15:17	13:51	16:37	14:57	10:56
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	06:54	08:49	08:13	07:40	08:14	08:34	10:25
			-	348	71	72	65	68	72
	Total Response Time ERF Concentration	Urban	10:24	22:39	38:38	17:03	25:43	22:16	16:10
				104	24	26	17	23	14

(High Risk) Fire Suppression - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:46	01:48	02:19	02:03	02:12	03:23
Turnout Time	Turnout Time 1st Unit	Urban		02:02	02:11	01:55	01:53	02:07	01:56
Travel Time	Travel Time 1st Unit Distribution	Urban		05:25	04:11	04:48	05:19	05:50	05:36
	Travel Time ERF Concentration	Urban		11:09	10:58	09:16	11:17	10:33	10:17
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	06:54	08:53	07:23	08:03	07:54	09:32	09:32
			-	227	27	40	53	55	52
	Total Response Time ERF Concentration	Urban	10:24	17:09	14:03	17:04	17:23	14:25	17:26
				53	4	11	15	13	10

(Low Risk) EMS - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:45	02:02	02:04	02:07	02:20	03:30
Turnout Time	Turnout Time 1st Unit	Urban		01:55	01:56	02:00	01:55	01:55	01:52
Travel Time	Travel Time 1st Unit Distribution	Urban		06:09	06:35	06:22	06:07	06:02	05:49
	Travel Time ERF Concentration	Urban		06:09	06:35	06:22	06:07	06:02	05:49
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:00	09:24	09:30	09:18	09:03	09:03	09:47
			-	14,825	2,167	2,956	3,055	2,592	4,055
	Total Response Time ERF Concentration	Urban	07:00	09:24	09:30	09:18	09:03	09:03	09:47
				14,824	2,167	2,956	3,055	2,591	4,055

(Moderate Risk) EMS - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:21	01:53	01:54	01:56	02:09	03:16
Turnout Time	Turnout Time 1st Unit	Urban		01:55	01:54	01:59	01:56	01:56	01:49
Travel Time	Travel Time 1st Unit Distribution	Urban		05:44	05:56	05:53	05:36	05:36	05:31
	Travel Time ERF Concentration	Urban		08:05	08:07	08:16	07:52	08:03	08:03
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban		07:00	08:41	08:41	08:40	08:25	08:28
			-	48,091	10,835	10,039	9,502	8,171	9,544
	Total Response Time ERF Concentration	Urban	08:00	11:18	10:59	11:16	10:57	11:06	12:06
				41,868	9,531	8,855	8,441	6,905	8,136

(High Risk) EMS - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:01	01:53	01:51	01:51	01:56	02:38
Turnout Time	Turnout Time 1st Unit	Urban		01:50	01:48	01:50	01:54	01:57	01:40
Travel Time	Travel Time 1st Unit Distribution	Urban		05:13	05:12	05:21	05:05	05:06	05:10
	Travel Time ERF Concentration	Urban		07:14	07:11	07:18	07:04	07:04	07:27
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban		07:00	07:57	07:51	08:02	07:42	08:00
			-	5,910	1,460	1,500	1,138	980	832
	Total Response Time ERF Concentration	Urban	08:00	10:12	09:52	10:14	09:52	10:09	10:50
				5,179	1,334	1,314	990	817	724

(Low Risk) Rescue - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:18	01:55	01:49	01:46	01:52	03:01
Turnout Time	Turnout Time 1st Unit	Urban		02:05	02:04	02:08	02:09	02:02	02:02
Travel Time	Travel Time 1st Unit Distribution	Urban		06:03	06:07	06:10	05:54	05:58	06:14
	Travel Time ERF Concentration	Urban		06:03	06:07	06:10	05:54	05:58	06:14
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban		07:20	09:09	08:57	08:58	08:43	08:43
			-	11,786	2,390	2,492	2,476	2,183	2,245
	Total Response Time ERF Concentration	Urban	07:20	09:09	08:57	08:58	08:43	08:43	10:08
				11,760	2,390	2,491	2,470	2,164	2,245

(Moderate Risk) Rescue - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		01:28	00:34	00:34	01:30	01:11	01:57
Turnout Time	Turnout Time 1st Unit	Urban		02:06	01:22	02:21	02:02	02:16	01:59
Travel Time	Travel Time 1st Unit Distribution	Urban		05:17	03:57	04:18	05:31	05:34	05:08
	Travel Time ERF Concentration	Urban	12:33	04:02	16:31	07:35	12:58	11:51	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	07:57	05:29	06:15	08:43	08:04	06:53
			-	51	3	5	15	14	14
	Total Response Time ERF Concentration	Urban	10:50	20:03	11:05	21:31	13:04	24:35	14:52
				35	1	3	10	12	9

(High Risk) Technical Rescue - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		06:25	-	02:14	-	03:11	07:43
Turnout Time	Turnout Time 1st Unit	Urban		01:35	-	00:53	-	01:38	01:11
Travel Time	Travel Time 1st Unit Distribution	Urban		07:40	-	07:48	-	06:51	06:40
	Travel Time ERF Concentration	Urban	14:09	-	-	-	12:14	14:22	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	14:33	-	10:55	-	11:29	15:34
			-	4	-	1	-	2	1
	Total Response Time ERF Concentration	Urban	18:50	43:31	-	-	-	44:19	36:20
				2	-	-	-	1	1

(High Risk) Water Rescue - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		03:57	01:48	03:40	00:24	04:03	04:02
Turnout Time	Turnout Time 1st Unit	Urban		01:23	01:08	01:16	00:26	01:40	01:26
Travel Time	Travel Time 1st Unit Distribution	Urban		07:28	06:15	07:18	02:37	10:22	04:57
	Travel Time ERF Concentration	Urban	14:57	10:56	20:46	02:37	08:12	10:34	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	13:03	08:14	13:21	03:33	16:12	09:01
			-	36	4	12	2	9	9
	Total Response Time ERF Concentration	Urban	18:50	24:36	15:42	28:35	08:25	18:38	14:42
				8	1	3	1	1	2

(Low Risk) HazMat - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:50	02:07	01:51	01:51	02:22	04:06
Turnout Time	Turnout Time 1st Unit	Urban		02:16	02:21	02:31	02:07	02:20	01:56
Travel Time	Travel Time 1st Unit Distribution	Urban		06:57	06:49	06:16	07:03	06:57	07:21
	Travel Time ERF Concentration	Urban		06:57	06:49	06:16	07:03	06:57	07:21
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	10:28	09:53	09:48	09:48	10:22	11:33
			-	258	64	45	49	48	52
	Total Response Time ERF Concentration	Urban	07:20	10:28	09:53	09:48	09:48	10:22	11:33
				258	64	45	49	48	52

(Moderate Risk) HazMat - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:57	02:13	02:31	02:34	02:36	03:38
Turnout Time	Turnout Time 1st Unit	Urban		02:00	02:00	02:03	02:02	01:59	01:54
Travel Time	Travel Time 1st Unit Distribution	Urban		06:33	06:57	06:30	06:17	06:25	06:50
	Travel Time ERF Concentration	Urban		06:33	06:57	06:30	06:17	06:25	06:50
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	10:05	10:03	09:36	09:22	09:59	11:22
			-	1,174	214	226	224	249	261
	Total Response Time ERF Concentration	Urban	07:20	10:05	10:03	09:36	09:22	09:59	11:22
				1,171	214	226	223	247	261

(High Risk) HazMat - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		03:00	01:15	02:16	04:35	01:54	03:35
Turnout Time	Turnout Time 1st Unit	Urban		01:46	01:18	01:33	01:47	01:54	01:08
Travel Time	Travel Time 1st Unit Distribution	Urban		06:25	05:14	05:56	05:21	07:17	00:23
	Travel Time ERF Concentration	Urban	-	-	-	-	-	-	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	10:52	07:46	08:39	11:15	10:04	09:44
			-	18	2	6	4	4	2
	Total Response Time ERF Concentration	Urban	28:50	-	-	-	-	-	-
			-	-	-	-	-	-	-

(Low Risk) Wildland - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		03:12	02:06	02:46	02:18	03:46	03:52
Turnout Time	Turnout Time 1st Unit	Urban		02:13	02:00	01:58	02:15	02:23	02:22
Travel Time	Travel Time 1st Unit Distribution	Urban		07:00	07:08	08:07	06:25	06:12	06:52
	Travel Time ERF Concentration	Urban	19:55	15:44	32:39	09:31	12:38	18:12	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	10:56	11:05	10:30	09:36	09:36	11:42
			-	243	37	56	47	64	39
	Total Response Time ERF Concentration	Urban	13:50	28:49	18:46	48:55	19:11	31:37	23:31
				38	4	9	6	7	12

(Moderate Risk) Wildland - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:55	02:12	03:00	02:13	02:24	03:22
Turnout Time	Turnout Time 1st Unit	Urban		02:30	02:30	02:03	03:02	02:33	02:05
Travel Time	Travel Time 1st Unit Distribution	Urban		07:10	06:57	07:11	07:47	05:53	04:15
	Travel Time ERF Concentration	Urban	-	-	-	-	-	-	
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	07:20	11:19	11:34	10:01	11:41	10:49	08:03
			-	72	11	19	16	20	6
	Total Response Time ERF Concentration	Urban	13:50	35:02	34:20	15:13	34:02	22:04	14:43
				13	3	1	4	3	2

(High Risk) Wildland - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		01:21	-	-	01:21	-	-
Turnout Time	Turnout Time 1st Unit	Urban		03:12	-	-	03:12	-	-
Travel Time	Travel Time 1st Unit Distribution	Urban		07:10	-	-	07:10	-	-
	Travel Time ERF Concentration	Urban		10:34	-	-	10:34	-	-
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban		07:20	10:06	-	-	10:06	-
			-	2	-	-	2	-	-
	Total Response Time ERF Concentration	Urban	13:50	20:32	-	-	20:32	-	-
				2	-	-	2	-	-

(Low Risk) Alarms - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:18	01:55	01:49	01:46	01:52	03:01
Turnout Time	Turnout Time 1st Unit	Urban		02:05	02:04	02:08	02:09	02:02	02:02
Travel Time	Travel Time 1st Unit Distribution	Urban		06:03	06:07	06:10	05:54	05:58	06:14
	Travel Time ERF Concentration	Urban		06:03	06:07	06:10	05:54	05:58	06:14
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	06:54	09:09	08:57	08:58	08:43	08:43	10:08
			-	11,786	2,390	2,492	2,476	2,183	2,245
	Total Response Time ERF Concentration	Urban	06:54	09:09	08:57	08:58	08:43	08:43	10:08
				11,760	2,390	2,491	2,470	2,164	2,245

(Moderate Risk) Alarms - 90th Percentile Times - Baseline Performance			Benchmark (Target)	2019-2023	2023	2022	2021	2020	2019
Alarm Handling	Pick-up to Dispatch	Urban		02:27	01:52	01:45	01:43	02:09	03:21
Turnout Time	Turnout Time 1st Unit	Urban		02:09	02:10	02:13	02:15	01:54	01:59
Travel Time	Travel Time 1st Unit Distribution	Urban		06:04	06:37	06:32	06:00	05:38	05:31
	Travel Time ERF Concentration	Urban		06:04	06:37	06:32	06:00	05:38	05:31
Total Response Time	Total Response Time 1st Unit on Scene Distribution	Urban	06:54	09:20	09:43	08:45	09:14	08:44	09:47
			-	437	85	93	104	81	74
	Total Response Time ERF Concentration	Urban	06:54	09:20	09:43	08:45	09:14	08:44	09:47
				436	85	93	103	81	74

Peer Assessment Team Recommendations

Recommendation	ACCEPTED	IMPLEMENTED	REJECTED
<p>Recommendation 1:</p> <p>2C.2 It is recommended the agency develop and implement a methodology to engage the situation found rather than disposition of the patient transport status.</p>	Yes	<p>Yes:</p> <p>Implemented immediately following site visit.</p> <p>(Exhibit 8, Appendix C – Page 146)</p>	
<p>Recommendation 2:</p> <p>3D.3 It is recommended the agency pursue the development and implementation of a strategic plan dashboard for internal and external stakeholders.</p>	Yes	<p>Yes:</p> <p>Implemented and hosted on the District website in 2022. This was operational until the release of the 2024 Strategic Plan. The new version is awaiting upload to the District website after each item in the Strategic Place is assigned a person responsible for completion and tracking.</p> <p>(Exhibit 9: This is from the previous version. The new version will follow the same format)</p>	
<p>Recommendation 3:</p> <p>5D.5 It is recommended the agency continues to work towards conducting a revised vulnerability assessment related to critical infrastructure within the district.</p>	Yes	<p>Yes:</p> <p>Completed an updated CIKR list. All assets were added into the appropriate Station Planning Zone in the Risk Assessment.</p> <p>(Exhibit 7 – Page 30 and Exhibit 10)</p>	
<p>Recommendation 4:</p> <p>5D.7 It is recommended the agency considers the feasibility of command staff, at a minimum, maintaining protective critical infrastructure information clearance.</p>	Yes	<p>Yes:</p> <p>The District has users registered in the PCII system.</p> <p>(Exhibit 11)</p>	

<p>Recommendation 5:</p> <p>5D.8 It is recommended the agency develops and implements a formal crisis communication plan.</p>	<p>Yes</p>	<p>Yes:</p> <p>Completed in 2023. (Exhibit 12)</p>	
<p>Recommendation 6:</p> <p>CC 5F.4 It is recommended the agency work with the hospital network to develop solutions for the reception of pre-arrival 12-lead EKG transmissions by the receiving hospital.</p>	<p>Yes</p>	<p>Yes:</p> <p>The District has signed a contract with Pulsara and is awaiting hospital implementation. The system is expected to be live in the third quarter of 2023.</p> <p>Update: Stations 3,4,7, 8, and 10 are piloting the program with Saint Anthony Hospital. Other hospitals are working towards implementation.</p> <p>(Exhibit 13 – Page 12)</p>	
<p>Recommendation 7:</p> <p>6B.2 It is recommended the agency develop a policy for the inspection and upkeep of all live fire training facilities in accordance with industry standards.</p>	<p>Yes</p>	<p>Yes:</p> <p>The District updated Administrative Procedure #2404 on 8/4/2022.</p> <p>(Exhibit 6 – Page 160, Exhibit 15, and Exhibit 16)</p>	
<p>Recommendation 8:</p> <p>7B.4 It is recommended the agency continue to work towards its efforts to diversify the workforce to be reflective of the community in which it serves.</p>	<p>Yes</p>	<p>Ongoing:</p> <p>The District has an active Recruit Candidate Selection (RCS) Committee that reports to the fire chief. The RCS recommended updates to the RCS Charter Document in 2023, which were approved by the West Metro Fire Protection District Civil Service Committee, altering how the District recruits and hires uniform personnel.</p> <p>(Exhibit 17)</p>	

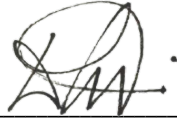
<p>Recommendation 9:</p> <p>10B.1 It is recommended the agency develop a formal tracking mechanism to assure all agency agreements are reviewed at least every three years.</p>	<p>Yes</p>	<p>Ongoing:</p> <p>The District updated Administrative Procedure #1601 on 10/10/2022. This procedure outlines the need to review all contracts and agreements annually. The format and structure of this process continues to be developed and improved.</p> <p>(Exhibits 18 and 19)</p>	
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Exhibit List

- Exhibit #1: SOC SPT Minutes 08.31.2022
- Exhibit #2: Recruit Candidate Selection Committee Meeting Minutes 10.19.2023
- Exhibit #3: Analysis and Business Plan for West Metro Fleet Division
- Exhibit #4: Organizational Chart
- Exhibit #5: WMFR Strategic Plan – 2024 Edition
- Exhibit #6: 2023 WMFR Annual Program Appraisals
- Exhibit #7: 2024 Risk Assessment
- Exhibit #8: 2024 Standard of Cover
- Exhibit #9: Strategic Plan Tracking Screenshots
- Exhibit #10: Updated CIKR list for Risk Assessment
- Exhibit #11: PCII Letter to the Fire Chief
- Exhibit #12: WMFR Crisis Communication Plan
- Exhibit #13: Division Chiefs E-Report May 2024
- Exhibit #14: AP#2404 – Facilities Maintenance Program
- Exhibit #15: West Metro NFPA 1402-03 Report- Class B and Class A props
- Exhibit #16: Residential Annual Inspection Report
- Exhibit #17: Recruit Candidate Selection Committee Charter Document
- Exhibit #18: AP#1601 - Contract, Agreements, Governance, and Accreditation Review
- Exhibit #19: Contract List with Expirations

Verification

I verify that the information contained in this report is complete and true to the best of my knowledge.



Signature of Agency Head

Fire Chief
Title

July 11, 2024
Date