

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Fire Chief Search Committee Meeting
July 18, 2024

I. CALL TO ORDER

The meeting of the Fire Chief Search Committee of the West Metro Fire Protection District was called to order by Don Sherman at 2:30 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Administrative Office Building, at 433 South Allison Parkway, Lakewood, Colorado.

II. ROLL CALL

Secretary Don Sherman (Chair)	Present
Vice President Bill Clayton	Present

Also present were Fire Chief Don Lombardi as Subject Matter Expert; Ms. Adele Reester, Esq.; and, Ms. Jennifer Wheaton as recording secretary.

III. ADOPTION OF AGENDA

MOTION: It was moved by Bill Clayton and seconded by Don Sherman to approve the agenda of the meeting of the Fire Chief Search Committee dated July 18, 2024, as presented. The motion was voted upon and carried.

IV. REVIEW OF MINUTES

A. Minutes of the June 20, 2024 meeting

MOTION: It was moved by Bill Clayton and seconded by Don Sherman to approve the minutes of the meeting of the Fire Chief Search Committee dated June 20, 2024, as presented. The motion was voted upon and carried.

V. PUBLIC COMMENT (Limited to three minutes per individual, and to the topic of the fire chief search process)

None.

VI. OLD BUSINESS

A. CPS HR Consulting

1. Approve Timeline and Workplan

MOTION: It was moved by Bill Clayton and Seconded by Don Sherman to approve the Timeline/Workplan for the fire chief search and selection process with edits discussed at the meeting. The motion was voted upon and carried.

- B. Deadlines for Submittal of Applications

MOTION: It was moved by Bill Clayton and Seconded by Don Sherman to identify January 17, 2025 as the deadline for the submittal of applications as represented in the Timeline/Workplan. The motion was voted upon and carried.

- C. Selection Procedures

MOTION: It was moved by Bill Clayton and Seconded by Don Sherman to approve the selection procedures as represented in the Timeline/Workplan. The motion was voted upon and carried.

VII. OTHER MATTERS

The next meeting of the Fire Chief Search Committee is scheduled for October 15, 2024 at 3:30 p.m. at the Board Room at Administration.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Bill Clayton and seconded by Don Sherman to adjourn the meeting of the Fire Chief Search Committee. The motion was voted upon and carried.

The meeting adjourned at 3:25 p.m.

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