

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
February 14, 2023

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Peggy Valdez 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 Administrative Office Building, at 433 South Allison Parkway, Lakewood, Colorado, and available remotely via Teams.

II. ROLL CALL

President Peggy Valdez	Present
Vice President Susan Emsbo	Present
Member Kim Brewer	Present
Member Christina Cosentini	Present
Member Christopher Holm	Present
Member Leo Johnson	Present
Member Jim Roos	Present
Member Danny Turney	Present
Board Liaison Don Sherman	Present Remotely Via Teams

Also present were Fire Chief Don Lombardi; Lieutenant Jon Beattie 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 Jim Roos to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of February 14, 2023, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Kim Brewer and seconded by Chris Cosentini to approve the minutes of the regular meeting of the Civil Service Committee dated January 10, 2023 as presented. The motion was voted upon and carried.

VI. STRATEGIC PLAN UPDATE – Division Chief Todd Heinl, Captain Andy Jensen and Firefighter Paramedic Lakota Beckhorn

Representatives of the Strategic Plan SPT were present to update the Civil Service Committee on the progress of the Strategic Plan in 2022. Notable highlights included increased efficiencies; balancing workload; enhancing service delivery, and response capability through increased staffing; advancing the West Metro marketing plan through social media; expanding the Speakers Bureau to increase community engagement; wildland fire outreach; advancing the mobile integrated healthcare program; improving partnerships for response, training, and events; and pursuing alternate sources of funding through grants and other supplemental reimbursement programs. Looking ahead to 2023, the Strategic Plan SPT will engage with stakeholders to begin early work to revise the Plan, with the next revision scheduled for early 2024.

VII. REPORT OF THE FIRE CHIEF – Fire Chief Don Lombardi

Captain Mike Binney has been accepted to attend the Yale School of Public Health Program. This two-year program will focus on operationalizing evidence-based research to create better community health assistance. Captain Binney is part of a select group of people to attend this prestigious program. Lieutenant Beattie acknowledged that the higher education pursuit by Captain Binney is an example of how the District's commitment to supporting the cost of relevant education for the employees, relates to the Strategic Plan, Priority I - Invest in Human Capital, and in turn, benefits the entire organization.

VIII. REPORT OF THE TRAINING CHIEF – Lieutenant Jon Beattie

The Recruit Class 23-01 began on February 1, 2023. The academy consists of recruits from West Metro, Castle Rock Fire, and Arvada Fire. This class is scheduled to graduate during the first week in June.

Annual surface ice rescue refresher training is happening now, wildland refresher training is scheduled for the month of March with a combination of online training and hands on training occurring at Bear Creek Lake Park. Lieutenant Beattie is conducting active threat training in the month of March with Wheat Ridge Police Department.

The orientation for the 2023 Assistant Chief Promotional Exam will occur tomorrow with the assessment center occurring on February 28 and March 1. Nine candidates are participating in this exam process.

The Insights Leadership training for officers of the organization has been in progress in recent weeks and continues to be well received by all who attend. The training focuses on personality traits and communication.

Captain Ben Tennesen brought in a special guest lecturer to West Metro last week to speak on battery-powered vehicles, scooters, e-bikes, etc. The training has been very applicable to the challenges West Metro experiences in the District due to today's technological advances.

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

None.

X. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the January 17, 2023 board meeting. The next board meeting is scheduled for February 21, 2023.

XI. REPORT OF THE UNION – Lieutenant Jon Beattie

The Local 1309 will be participating in the Annual Denver St. Patrick’s Day Parade on March 11, 2023.

Five Local 1309 members attended an IAFF conference in Las Vegas last month. Lieutenant Beattie attended classes pertaining to recruitment and hiring. One course of note addressed the varying generations in the workforce today and applying strategies to relate to the differing generations for recruitment, general work in the fire station, on calls, and during training activities. In conversations with other agencies about recruitment and hiring, Lieutenant Beattie found that West Metro is still very fortunate to have a relatively large number of applicants during recent hiring processes.

In the coming months, Lieutenant Beattie will be studying retention as part of the big picture in the hiring process.

XII. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

The RCS Committee met in January to discuss the District’s current hiring process, recommendations for changes, and what the program should keep that is going well. The study of these practices is in the early stages. Chief Lombardi and the RCS Committee have also been taking a thorough look at methods in which other agencies around the country handle their hiring processes to see if any practices conducted elsewhere would be applicable and beneficial to West Metro. Removing areas of friction for applicants and for West Metro such as cost, and geographical testing location are being considered, along with evaluating the advantages and disadvantages of the EMT-basic educational prerequisite. These conversations are timely as the RCS Committee begins plans for a hiring process in the Summer/Fall of 2023. More information about the results of these studies will become available to the Civil Service Committee in the coming months.

Chief Lombardi added some historical information about the RCS Committee and described for the Civil Service Committee the past decisions and influences that helped to create the foundation for the current way in which West Metro approaches the hiring process.

Recommendations for changes to the RCS Committee Charter Document will be addressed under Old Business.

XIII. FINANCIAL REPORT – Lieutenant Jon Beattie

A. Budget Review

Lieutenant Beattie reviewed the 2023 year-to-date budget.

XIV. OLD BUSINESS

A. 2023 Assistant Chief Promotional Exam

A mandatory meeting for all candidates involved in the 2023 Assistant Chief Promotional Exam process will occur on Wednesday, February 15, 2023. Two members of the Civil Service Committee will be present to observe the orientation.

B. RCS Committee Charter Document

During the January meeting of the RCS Committee, revisions were made to the Charter Document to ensure document relevance and to reflect current practices of the organization. Changes to the Charter Document were presented to the Civil Service Committee for review and approval.

MOTION: It was moved by Leo Johnson and seconded by Danny Turney to approve the changes to the RCS Committee Charter Document as presented, effective February 14, 2023. The motion was voted upon and carried.

XV. NEW BUSINESS

A. Certify the Top Four Names from the Eligibility Register for the Rank of Lieutenant and the Top Five Names from the Eligibility Register for the Rank of Engineer

MOTION: It was moved by Danny Turney and seconded by Kim Brewer to certify the top four names from the eligibility register for the rank of lieutenant (C. Loupee, S. Modugno, R. Blackmer, and R. Parker) and the Top Five Names from the Eligibility Register for the Rank of Engineer (N. Cooke, M. Dory, T. Finley, T. Balzer, B. Bulbuk). The motion was voted upon and carried.

XVI. OTHER MATTERS

None.

XVII. EXECUTIVE SESSION

None.

XVIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Leo Johnson and seconded by Danny Turney 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 8:05 p.m.

Recording Secretary: /s/ Jennifer Wheaton
/s/ Peggy Valdez