

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
September 12, 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 7:02 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.

A moment of silence was observed in memory of West Metro Firefighter/Paramedic Jeff Kaiser.

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	Absent - Excused
Member Jim Roos	Present
Member Danny Turney	Absent - Excused
Board Liaison Jerry Cassel	Present

Also present were Fire Chief Don Lombardi; Division Chief Doug Hutchinson; 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 Susan Emsbo and seconded by Kim Brewer to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of September 12, 2023, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Jim Roos and seconded by Chris Holm to approve the minutes of the regular meeting of the Civil Service Committee dated August 8, 2023 as presented. The motion was voted upon and carried.

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

Chief Lombardi updated the Committee on the events surrounding services for West Metro Firefighter/Paramedic Jeff Kaiser who died in an off-duty accident in August 2023. A celebration of life will be held to honor Jeff Kaiser at the Waterstone Church in Littleton tomorrow. Chief Lombardi anticipates a very large turnout from the West Metro family for this service and encouraged Committee members to attend if they are able.

Chief Lombardi announced the 2023 Board and Civil Service Committee retreat which will occur on October 27 and 28, 2023 at the West Metro Training Center. This retreat will feature an overview of West Metro, in-depth presentations from division leads of the various areas of West Metro, with a focus on long-term strategic planning, and evolving programs throughout the organization.

Firefighter/Paramedic Lakota Beckhorn was present to provide the Civil Service Committee with an update on this year's Camp Ember. 16 girls aged 16-18 attended the four-day, three-night immersive fire-based camp. This mini fire academy begins with hose work, followed by auto extrication, the physical agility test, forceable entry, fire suppression, and a sensory deprivation simulation using bubbles in the Training Center tower. Over the course of the camp, the teens gain essential leadership skills, including confidence, focus, teamwork, service, strength, and courage. Days one and four occur at West Metro's Training Center, days two and three occur at the Arvada Training Center. Feedback about the program from the teens attending the camp and the parents of these teens has been terrific. This year, some of the previous year's campers returned to the camp to share their experiences and encourage the new campers. The next gathering of Camp Ember alumni will be at this year's Family Fire Muster where campers from previous years will provide a car fire demonstration.

VII. REPORT OF THE TRAINING CHIEF – Division Chief Hutchinson

The 23-02 Academy is progressing successfully with a scheduled graduation date of December 15, 2023. The mentorship program that was initiated in August has been well received.

The Family Fire Muster will be held at the Training Center on Saturday, September 23, 2023 from 10:00 a.m. – 2:00 p.m. Chief Hutchinson encouraged the Civil Service Committee members to attend.

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

None.

IX. REPORT OF BOARD LIAISON – Board President Jerry Cassel

Mr. Jerry Cassel reported on the August 15, 2023 board meeting. The next board meeting is scheduled for September 19, 2023.

X. REPORT OF THE UNION – Lieutenant Jon Beattie

Lieutenant Beattie acknowledged the tremendous contributions that Firefighter/Paramedic Lakota Beckhorn brings to West Metro.

Lieutenant Beattie mentioned that this is a somber time at West Metro considering the passing of Firefighter/Paramedic Jeff Kaiser, the 9/11 Memorial Stair Climb, and the upcoming IAFF National Memorial Ceremony in Colorado Springs.

XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

The report of the RCS Committee was presented during New Business.

XII. FINANCIAL REPORT – Division Chief Doug Hutchinson

A. Budget Review

Chief Hutchinson reviewed the 2023 year-to-date budget.

XIII. OLD BUSINESS

A. 2023 Engineer Promotional Exam

1. Ratification of the Preliminary Scores of the Written Exam and the Phase I Driving Scores

MOTION: It was moved by Kim Brewer and seconded by Susan Emsbo to ratify the scores of the written and practical phase I of the 2023 Engineer Promotional Exam on September 12, 2023. The motion was voted upon and carried.

B. 2023 3rd Grade Firefighter Promotional Exam (22-02)

One additional Civil Service Committee member is needed to observe the 3rd Grade Firefighter Promotional Exam on September 26, 2023.

XIV. NEW BUSINESS

A. Recruitment and Hiring Practices Presentation and Proposed Redline changes to the Recruit Candidate Selection Committee Charter Document – Fire Chief Don Lombardi

Chief Lombardi presented the proposed changes to the Recruitment Candidate Selection Committee Charter Document. These proposed changes are a result of a months-long assessment conducted by the RCS Committee to evaluate the

hiring practices at West Metro with the intention of determining if the current practices are still relevant, effective, and meeting the needs of the District. Chief Lombardi requested that the Civil Service Committee consider these changes for approval at the October 10, 2023 meeting.

XV. OTHER MATTERS

A. Construction in the Board Room – Remote Meetings

The board room will be closed for construction starting November 1, 2023. The October 10, 2023 CSC meeting will be held in person and the November 14 and December 12, 2023 meetings will be held remotely.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Jim Roos and seconded by Chris Holm 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 9:16 p.m.

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