

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
January 11, 2018

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 7:04 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Training Center, at 3535 S. Kipling Street, Lakewood, Colorado.

II. ROLL CALL & ELECTION OF OFFICERS

President Don Sherman	Present
Vice President Danny Turney	Present
Member Tom Ashe	Absent - Excused
Member Tom Coonley	Present
Member Susan Emsbo	Present
Member Dick Igel	Present
Member Leo Johnson	Present
Member Jim Roos	Absent - Excused
Member Joan Rosenberger	Present
Board Liaison Wendy Volmer	Present

Also present were Division Chief Dan Pfannenstiel; Lieutenant Reed Norwood, representing IAFF Local 1309; and, Ms. Kim Brewer as recording secretary.

MOTION: It was moved by Susan Emsbo and seconded by Dick Igel to nominate Don Sherman for president. The motion was voted upon and carried.

MOTION: It was moved by Tom Coonley and seconded by Leo Johnson to nominate Danny Turney for vice president. The motion was voted upon and carried.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Leo Johnson and seconded by Tom Coonley to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil

Service Committee of January 11, 2018, as presented. The motion was voted upon and carried.

V. DESIGNATION OF POSTING PLACES

MOTION: It was moved by Leo Johnson and seconded by Tom Coonley to continue to post public notices and agendas for the Civil Service Committee meetings on the West Metro Fire Protection District website; at all 17 fire stations; Jefferson county offices; Douglas County offices; and, the West Metro Fire Protection District administration building lobby. The motion was voted upon and carried.

VI. REVIEW OF MINUTES

MOTION: It was moved by Tom Coonley and seconded by Leo Johnson to approve the minutes of the regular meeting of the Civil Service Committee dated December 14, 2017, as presented. The motion was voted upon and carried.

VII. REPORT OF THE FIRE CHIEF – D. Pfannenstiel

Chief Lombardi will be giving leadership training in January, February and March at the Training Center.

VIII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

Academy class 2018-01 will begin February 1st with 29 recruits: 10 from West Metro, 13 from Castle Rock, 5 from Tri-Lakes, and 1 from Littleton.

Captain John Grothe has joined the staff at the Training Division as the new officer development captain, along with Lieutenant Andy Jensen.

EMS training, ice rescue training and MET testing are all taking place in January.

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

None.

X. REPORT OF BOARD LIAISON – W. Volmer

None.

XI. REPORT OF THE UNION – R. Norwood

Lieutenant Reed Norwood introduced himself as the new union rep to the Civil Service Committee, replacing Mike Mulcahy who is the new president of Local 1309. Reed has

been a member of the union's executive board for five years. He's currently working at Station 16, but will become an A-Shift SaM officer on March 1st.

XII. REPORT OF THE RCS SUBCOMMITTEE – D. Pfannenstiel

The new hire written exam will take place on January 27th. There are approximately 250 applicants so far; the application period closes January 15th. PATs are scheduled for Saturdays in February with some Mondays as weather back-ups.

XIII. FINANCIAL REPORT - D. Pfannenstiel

A. Budget Review

\$7,500 has been spent to date from the 2018 CSC budget of \$105,300.

XIV. OLD BUSINESS

A. 2018 Captain Exam

Information for the captain job analysis has been gathered and sent to Matt Gruver. The kick-off meeting with the SMEs and CSC will take place January 16th. The next scheduled meeting is February 7th to finish validation of the written test questions, and start working on the assessment center. The assessment center will be finalized on February 20th. The application period for the captain exam closes January 19th.

B. 2018 Lieutenant Exam

1. Contractor Selection

Letters will be sent to CPS, JCA, Ergometrics, Booth and Donnoe soliciting interest in conducting the 2018 lieutenant exam and job analysis. The written exam is scheduled for August 28th, and the assessment center is scheduled for the week of September 24th.

C. Third Grade Firefighter Exam Class 17-01

The third grade firefighter written exam for class 17-01 is scheduled for February 27th at 7:00 a.m., with the practical immediately following.

XV. NEW BUSINESS

None.

XVI. OTHER MATTERS

None.

XVII. GOOD OF THE ORDER

None.

XVIII. EXECUTIVE SESSION

None.

XIX. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Danny Turney and seconded by Joan Rosenberger 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 7:50 p.m.

Recording Secretary: /s/s/ Kim Brewer
/s/ Don Sherman