

## RECORD OF PROCEEDINGS

---

West Metro Fire Protection District  
Civil Service Committee Meeting  
April 12, 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 7:00 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Training Center, at 3535 S. Kipling Street, Lakewood, Colorado.

### II. ROLL CALL

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

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

### 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 April 12, 2018, with the addition of approval of the Notice and Reading List for the 3<sup>rd</sup> grade firefighter practical exam under New Business. The motion was voted upon and carried.**

**V. REVIEW OF MINUTES**

**MOTION: It was moved by Tom Coonley and seconded by Danny Turney to approve the minutes of the regular meeting of the Civil Service Committee dated March 8, 2018, as presented. The motion was voted upon and carried.**

**MOTION: It was moved by Leo Johnson and seconded by Jim Roos to approve the minutes of the special meeting of the Civil Service Committee dated March 12 & 13, 2018, as presented. The motion was voted upon and carried.**

**VI. REPORT OF THE FIRE CHIEF – D. Lombardi**

West Metro has received an ISO Class 1 rating, which is a huge accomplishment. ISO takes into account staffing, fire station location, apparatus, equipment, training records, communications, water sources and distribution, and community risk reduction, on a 100 point scale. We went from a Class 3 to a Class 1 rating because of our apparatus changes with the heavy rescue, what we do from a training perspective, how we compile our training records, Jeffcom, how we changed our service model, and our community risk reduction. On May 1<sup>st</sup> ISO will announce the new rating to insurance companies, which will be effective August 1, 2018. On average, for a \$300,000 house, the savings will be approximately \$200 per year. West Metro is one of only 60 agencies in the United States that are both internationally accredited and an ISO Class 1.

The board of directors approved a public private partnership with Dispatch Health for the Advanced Resource Medic (ARM) car. May 15<sup>th</sup> is the target in-service date. The advanced paramedic on the ARM car will be Kimmel Brent, whose demeanor and personality are very much in line with this position. The ARM car will be in-service 40 hours per week; ten hours a day, four days a week. Eventually the intent is to have it operating seven days a week. The ARM car will fill the gap in our District for those people that need medical attention, but don't need to be transported to the hospital.

There will be a special district election on May 8<sup>th</sup> to elect directors in Districts 1, 2, 3, and 4. Incumbents Cassie Tanner, Jerry Cassel and Marta Murray are running unopposed. District 3 is the only contested seat, but all voters in the District will vote the entire ballot. Joe Margotte (a former board member) and Mike Feeley (also a former board member) are running for the District 3 seat.

**VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel**

Academy class 18-01 is a little more than halfway through. Last week they did wildland firefighting, this week they did hazardous materials, next week will be Driver Operator 1, and then the Firefighter 1 test, multi-company evolutions, live fire, the Firefighter 2 test, car seat technician, and then EMS. Graduation is scheduled for June 1<sup>st</sup> at 3:00 p.m. at D'Evelyn High School.

The Training Division is getting ready for company officer led drills. The Driver Operator II program takes place the week after next. Last week four instructors went through an international academy of driver certification program. Live fire and active shooter multi-company drills take place in June and July. Academy class 18-02 will start up in August as well as the 2018 lieutenant exam. We are also doing some combined training with Arvada Fire.

**VIII. REPORT OF LEGAL COUNSEL – C. Tallerico, Esq.**

None.

**IX. REPORT OF BOARD LIAISON – W. Volmer**

None.

**X. REPORT OF THE UNION – R. Norwood**

Andrew Saur, political affairs director for Local 1309 was selected as one of 50 IAFF members to attend the week-long 2018 political academy in Maryland. The IAFF has graduated over 1,000 members from this academy and 300 of those are already holding political office around the country. It was a great experience for Andrew.

**XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood**

The new hire test oral board process concluded the last week of March. 243 candidates showed up. There were four panels with an officer, engineer and firefighter on each, equally representative of rank, diversity and gender. Panel members had nothing but good feedback on the testing company FirstIdea. They used tablets for scoring which was much easier and very efficient for the assessors. The list went out, all candidates have received their ranking, and 20 are immediately being sent to backgrounds for a potential of 8 to 11 candidates for the August academy. We conducted 34 paramedic oral board assessments, which went really well. There will probably be quite a few paramedics at the top of the list.

**XII. FINANCIAL REPORT – D. Pfannenstiel**

A. Budget Review

Chief Pfannenstiel distributed and reviewed the CSC budget to date.

**XIII. OLD BUSINESS**

A. 2018 Lieutenant Exam

For the 2018 lieutenant exam, we have forwarded an agreement to CPS for their review. They will redline and get back to us to make the revisions. Weighting for

the exam will be 40% on the written exam, and 60% on the assessment. Mr. Sherman spoke with JCA, FirstIdea and Ergometrics to debrief them on not winning the contract. Ergometrics will be at the July CSC meeting to give a presentation about their company.

B. Civil Service Committee Vacancy Interviews

The interview process went very well and there were some very good candidates. Mr. Sherman will be presenting the Committee's recommendation for the top three candidates to the board of directors at the April 24<sup>th</sup> board meeting.

**XIV. NEW BUSINESS**

A. Certify the Top Five Names for the Rank of Engineer

**MOTION: It was moved by Leo Johnson and seconded by Tom Coonley to certify the top five names (Troy Angel, Brad Nelson, Ron Sidebottom, Jeffrey Sherman, Rachel Kohler) for the rank of engineer. The motion was voted upon and carried.**

B. Firefighter 3<sup>rd</sup> Grade – Class 17-02

The Firefighter 3<sup>rd</sup> Grade exam will take place on September 5<sup>th</sup>. There are seven candidates eligible to take the exam.

1. Notice of Examination

**MOTION: It was moved by Joan Rosenberger and seconded by Dick Igel to approve for posting the Notice of Examination for Firefighter 3<sup>rd</sup> Grade. The motion was voted upon and carried.**

2. Reading List

**MOTION: It was moved by Leo Johnson and seconded by Jim Roos to approve for posting the Reading List for Firefighter 3<sup>rd</sup> Grade. The motion was voted upon and carried.**

C. Chief Lombardi's Contract

Chief Lombardi just signed a new eight year contract until the end of 2025. In his first contract, he was paid extra for education (masters, EFO, CFO, etc.). Through negotiations, the board changed the fire chief job description to now require a master's degree, EFO certification, and CFO certification. Chief Lombardi's intent for succession planning is that the next fire chief comes from inside, so he intends to change the job description for assistant chiefs requiring a four year degree to promote to an assistant chief.

**XV. OTHER MATTERS**

The Colorado Fallen Firefighters memorial service will be held May 5<sup>th</sup> at the Lakewood Cultural Center at 10:00 a.m.

**XVI. GOOD OF THE ORDER**

None.

**XVII. EXECUTIVE SESSION**

None.

**XVIII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Joan Rosenberger 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 8:19 p.m.

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