

**RECORD OF PROCEEDINGS**

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West Metro Fire Protection District  
Civil Service Committee Meeting  
February 13, 2024

**I. CALL TO ORDER**

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Kim Brewer at 6:01 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 AND ELECTION OF OFFICERS**

|                            |                            |
|----------------------------|----------------------------|
| President Kim Brewer       | Present                    |
| Vice President Susan Emsbo | Present                    |
| Member Christina Cosentini | Present                    |
| Member Christopher Holm    | Present – Remote via Teams |
| Member Leo Johnson         | Absent – Excused           |
| Member Jim Roos            | Absent – Excused           |
| Member Danny Turney        | Present                    |
| Member Peggy Valdez        | Present                    |
| Board Liaison Don Sherman  | Present                    |

Also present were Fire Chief Don Lombardi; Division Chief Doug Hutchinson; Lieutenant Jon Beattie representing IAFF Local 1309; and, Ms. Jennifer Wheaton and Ms. Kara Urland as recording secretary.

**III. PUBLIC COMMENT**

None.

**IV. ADOPTION OF AGENDA**

**MOTION: It was moved by Danny Turney and seconded by Peggy Valdez to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of February 13, 2024, as presented. The motion was voted upon and carried.**

**V. REVIEW OF MINUTES**

**MOTION: It was moved by Chris Cosentini and seconded by Danny Turney to approve the minutes of the regular meeting of the Civil Service Committee dated January 2, 2024 as presented. The motion was voted upon and carried.**

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

Chief Lombardi welcomed Kara Umland to the Civil Service Committee. Kara is the administrative specialist in the Administration Division, supporting the Deputy Chief of Administration and his staff throughout the organization. Kara will assume recording secretary responsibilities for the Civil Service Committee in the coming months.

With Chief Lombardi's retirement approaching at the end of 2025, the board will begin the discussions surrounding the selection process to hire Chief Lombardi's replacement at their board meeting in February. The rules and laws that direct this process have changed since the last time the District selected a new chief. Introducing this topic now will allow the board members sufficient time to become familiar with the selection process; and will also allow adequate time to develop and hold the selection process in the fourth quarter of 2024, with the goal of identifying the new fire chief in early 2025. This timeline will allow Chief Lombardi to execute a formal and comprehensive transition plan with the new fire chief.

**VII. REPORT OF THE TRAINING CHIEF – Division Chief Hutchinson**

Chief Hutchinson and the Training Division staff are taking advantage of the availability at the Training Center in the absence of a spring academy. This availability has allowed more opportunities for tenured firefighter training as well as opportunities for much needed maintenance and repairs at the heavily-used Training Center.

The annual surface ice rescue refresher training for the entire organization just concluded. The Jefferson County Sheriff's office is coordinating with Lieutenant Jon Beattie to organize a collaborative active threat/active shooter training between the two entities.

Firefighter Paramedic Lakota Beckhorn will be stepping down as West Metro's lead for Camp Ember. Firefighter Anya Otterson will begin to transition into this leadership role with Camp Ember in 2024, starting with a collaborative work experience with San Diego Fire's version of Camp Ember, followed by a leading role in the 2024 Camp Ember at West Metro in June.

The new Tower 8 has arrived and is currently at the Training Center. All crews are receiving orientation training on the specifics of this apparatus before it is placed in-service in the coming days.

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

None.

**IX. REPORT OF BOARD LIAISON – Secretary Don Sherman**

Mr. Don Sherman reported on the January 9, 2024 board meeting. The next board meeting is scheduled for February 20, 2024.

**X. REPORT OF THE UNION – Lieutenant Jon Beattie**

Lieutenant Beattie recognized Engineer Marc Jordan for his years of service as vice president with the executive board. Lieutenant Beattie thanked Firefighter Louie Barella for stepping into the role after being elected to serve as Marc Jordan’s replacement.

The Affiliate Leadership Training Summit (ALTS) conference occurred in January. Lieutenant Beattie was in attendance along with Firefighter Barella, both acknowledging the strong labor/management relationships that prevail at West Metro.

Lieutenant Beattie noted a study that Captain Mike Binney is conducting as part of a capstone project for his master’s degree. Select West Metro staff have been offered to participate in a biometrics study, which includes a partnership with the International Association of Fire Fighters (IAFF). Results of this study will be made available to the District at a later date.

The 2024 Annual St. Patrick’s Day Parade will be held on Saturday, March 16. West Metro employees will march in the parade with the Emerald Society. Civil Service Committee members are encouraged to attend.

**XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie**

The 2024 firefighter hiring process is currently in progress. At the close of the application window, West Metro had accepted 943 applications. This is a considerable increase in applicants compared to recent years and a much higher number in comparison to like-organizations around the nation. The written examination will be held over the course of two weeks, February 19-March 4, 2024. The physical agility test (PAT) dates are currently in progress and will conclude in early March. Oral boards will be held March 18-22, 2024. Once the hiring list is established, the top candidates will be selected for the fall firefighter academy which will begin in August 2024. The next steps are to begin evaluating the process to determine if the expected outcomes were met, and to meet with the marketing firm, Cactus, that West Metro hired to market the hiring process. Lieutenant Beattie will keep the Committee updated with results as they become available.

**XII. FINANCIAL REPORT – Division Chief Doug Hutchinson**

A. Budget Review

Chief Hutchinson reviewed the 2024 year-to-date budget.

**XIII. OLD BUSINESS**

A. 2024 Captain Promotional Exam

The 2024 Captain Promotional Exam is underway. The written exam is complete. The preliminary scores will be published tomorrow once the pass point has been

identified. The assessment center is coming up at the end of February. Final scores will be presented to the Committee at the March 12, 2024 CSC meeting.

B. 2024 3<sup>rd</sup> Grade Firefighter Promotional Exam (23-01)

The written exam will occur on March 26, 2024 at 8:00 a.m. Chief Hutchinson asked that the CSC members assigned to observe this exam arrive at 7:45 a.m. in preparation for the 8:00 a.m. start time.

**XIV. NEW BUSINESS**

None.

**XV. OTHER MATTERS**

None.

**XVI. EXECUTIVE SESSION**

None.

**XVII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Susan Emsbo 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 6:27 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton  
/s/ Kim Brewer