

West Metro Fire Protection District Civil Service Committee Meeting Minutes

January 13, 2026

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 6:00 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 was available remotely via Teams.

II. ROLL CALL AND ELECTION OF OFFICIALS

President Kim Brewer - Present
Vice President Susan Emsbo - Present
Member Jerry Cassel - Present
Member Vince Harris - Present
Member Ann Paul – Present – remote via Teams
Member Jim Roos – Present – arrived 6:05
Member Danny Turney - Absent
Member Peggy Valdez - Present
Board Liaison Don Sherman – Present

Also present were Fire Chief Jeremy Metz; Division Chief Doug Hutchinson; Lieutenant Jon Beattie representing IAFF Local 1309; and Ms. Kara Urland as recording secretary.

MOTION: It was moved by Vince Harris and seconded by Peggy Valdez to nominate Kim Brewer for president and Susan Emsbo for vice president. The motion was voted upon and carried.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Jerry Cassel and seconded by Vince Harris to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of January 13, 2026, as presented. The motion was voted upon and carried.

V. DESIGNATION OF POSTING PLACES

West Metro Fire Protection District website and the main lobby of the Administration Building.

MOTION: It was moved by Vince Harris and seconded by Jerry Cassel to approve and authorize the continuation of posting public notices and agendas for the Civil Service Committee meetings on the West Metro Fire Protection District website, and the main lobby of the Administration Building of West Metro Fire Protection District. The motion was voted upon and carried.

VI. REVIEW OF MINUTES

MOTION: It was moved by Jerry Cassel and seconded by Peggy Valdez to approve the minutes of the regular meeting of the Civil Service Committee dated November 4, 2025, as presented. The motion was voted upon and carried.

VII. REPORT OF THE FIRE CHIEF – Fire Chief Jeremy Metz

The Board approved the 2026 budget, including authorization to proceed with the construction of Station 18, marking a significant milestone for the District. The estimated construction timeline is approximately three to four years from groundbreaking.

The Board also approved the purchase of a fourth aerial apparatus at an estimated cost of \$1.8 million. Prepayment resulted in cost savings. Future aerial apparatus purchases are expected to exceed \$2 million due to rising costs and extended delivery timelines, currently estimated at up to four years.

Updates to the organizational structure include refinements to safety and medical officer roles to better support operations. These changes support the implementation of the Whole Blood Program, anticipated to launch in summer 2026, which is expected to significantly enhance patient care.

Leadership reported ongoing planning related to anticipated retirements and the addition of new positions. Division Chief Hutchinson formally announced his retirement. Chief Ben Tennessen has been selected as his successor, effective April 15, 2026. Leadership will continue operating at full capacity during the transition. Additional promotions are anticipated.

The Board discussed concerns regarding long-term revenue stability and approved continued efforts to support financial sustainability.

As part of this effort, the District is forming a Community Advisory Group (CAG) of approximately 15–20 members to review financial conditions and long-term sustainability. Work to assemble the group is underway, with meetings expected to begin between February and April. Vince Harris will serve as the Civil Service Committee representative on the CAG.

VIII. REPORT OF THE TRAINING CHIEF – Division Chief Doug Hutchinson

Chief Hutchinson reported that Academy Class 25-02 graduated last month. Approximately half of the class completed EMS training with Lieutenant Beattie prior to going online, while the remaining members are currently enrolled in an EMT-Basic course at Arapahoe Community College, which they will complete before going online. EMT-Basic certification is no longer a hiring requirement, and this approach is expected to continue for the foreseeable future.

The next academy, Class 26-02, is scheduled to begin on August 1, 2026. During periods between academies, the Training Division remains fully engaged, focusing on company-level training and the development of training plans for tenured firefighters; operations do not pause between recruit classes.

The 2026 Annual Training Plan was completed last month. This week, the training center is hosting a four-day Blue Card Incident Command course for firefighters transitioning into active officer roles. Additionally, the division is expanding its focus on acquired structure training, with planned access to the former Kaiser building off Alameda. This training will provide real-world experience (excluding live fire) and is anticipated to occur around March 2026.

Progress on the burn building continues, with completion still projected for June or July 2026.

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

None.

X. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the November 1, 2025, and the December 2, 2025, board meetings. The next board meeting is scheduled for January 20, 2026.

XI. REPORT OF THE UNION – Lieutenant Jon Beattie

Lieutenant Beattie reported that the Union is appreciative of the labor contract approved by the Board for the current year and noted that membership is satisfied while preparing for future contract negotiations. He advised that the shift start time from 7:00 a.m. to 9:00 a.m. is currently in a one-year trial period, based on

sleep study research conducted by Chief Binney. Initial feedback has been mixed as members adjust, and the Union supports evaluating research-based changes.

Lieutenant Beattie also reported on the passage of the Honoring Our Fallen Heroes Act, which classifies firefighter deaths due to occupational cancer as line-of-duty deaths and provides inflation-adjusted death benefits and additional survivor benefits. He noted the legislation passed with bipartisan support and represents a significant national union achievement.

XII. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

Lieutenant Beattie reported that the application process has closed with 777 applications received, which is fewer than previous hiring cycles; however, the applicant pool remains strong. The Physical Ability Test phase is ongoing, with additional retest opportunities anticipated. The written examination is scheduled for next month and will be conducted remotely, with candidates advancing to interviews and oral boards based on combined test results. He advised that the oral board process will be expanded to two weeks to allow for additional candidate interviews. The department anticipates hiring approximately 25 recruits in the fall.

XIII. FINANCIAL REPORT – Division Chief Doug Hutchinson

A. Budget Review

Chief Hutchinson reviewed the 2026 year-to-date budget.

XIV. OLD BUSINESS

A. 2025 Engineer Promotional Exam

A comprehensive candidate preparation plan has been developed and is underway. Candidates will have access to independent practice beginning February 1, 2026, with multiple training engines available, and additional apparatus access increasing through mid-May. Six scheduled, staffed practice days will be conducted, including scenario-based exercises. The examination is scheduled for May 20 and 21, 2026.

B. 2026 Captain Promotional Exam

1. Contract

MOTION: It was moved by Vince Harris and seconded by Jerry Cassel to approve the agreement for the Captain Promotional Exam with the CPS HR Consulting as presented. The motion was voted upon and carried.

C. 3rd Grade Firefighter Recruit Class 25-01 Written Exam

The written exam is scheduled for March 18, 2026.

D. Consideration of Redline Amendments to the Rules and Regulations – Section 2.4.5 Attendance

The Committee reviewed and discussed the proposed redline amendments to the Rules and Regulations related to attendance. The discussion focused on attendance requirements, remote participation, and the treatment of absences. The Committee determined that additional discussion and clarification are required before a formal motion can be considered. No action was taken.

XV. NEW BUSINESS

- A. Certify the Top Four names from the Eligibility Register for the Rank of Lieutenant.

MOTION: It was moved by Jerry Cassel and seconded by Jim Roos to certify the top four names from the eligibility register for the rank of lieutenant (Michael Worcester, Toby Hood, Jason Reynolds, Brent 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 Vince Harris and seconded by Susan Emsbo 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 7:14 p.m.

Recording Secretary: /s/ Kara Urland

/s/ Kim Brewer