

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
July 21, 2026

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by President Bill Clayton 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 available remotely via Teams.

II. ROLL CALL

President Bill Clayton	Present
Vice President Carolyn Wolfrum	Present – Arrived at 6:02 p.m.
Secretary Don Sherman	Present
Treasurer Amira Watters	Present
Director Steven Haire	Present
Director Mike Williams	Present
Director Joe Zimmermann	Present

Also present were Fire Chief Jeremy Metz; Deputy Chief Gary Armstrong; Deputy Chief Steve Aseltine; Deputy Chief Todd Heintz; Deputy Chief Mike Kirkpatrick; Ms. Adele Reester, Esq.; Captain Mike Mulcahy representing IAFF Local #1309; and, Ms. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

President Clayton led the Pledge of Allegiance and requested a moment of silence to honor all fallen firefighters.

IV. REVIEW OF MINUTES

A. Minutes of June 16, 2026

MOTION: It was moved by Don Sherman and seconded by Amira Watters to approve the minutes of the regular meeting of the board of directors dated June 16, 2026, as presented. The motion was voted upon and carried.

B. Minutes of July 9, 2026 Special Meeting – Study Session

MOTION: It was moved by Carolyn Wolfrum and seconded by Steven Haire to approve the minutes of the special meeting – study session of the board of directors dated July 9, 2026, as presented. The motion was voted upon and carried.

V. HONOR LAKEWOOD CITY MANAGER KATHY HODGSON FOR OVER 46 YEARS OF DEDICATED SERVICE TO THE LAKEWOOD COMMUNITY – Fire Chief Jeremy Metz

VI. PUBLIC COMMENT

None.

VII. REPORTS

A. Report of the Fire Chief – Fire Chief Jeremy Metz

1. Mental Health Update – Mental Health Coordinator Emily Johnson

Ms. Johnson updated the board on progress made on mental health support at West Metro in the last year, noting the outreach at all stations, shifts, and divisions in the weeks after Engineer Bartlett’s passing to encourage firefighters to return to the basics of care, and to look out for one another. Mental health contacts so far in 2026 total 64 service-seeking requests, which nearly surpasses the total number of contacts in 2025. Ms. Johnson attributed the increase in contacts to investing time and training in the employees of the District. Examples of those investments include resiliency training with the recruits, developing firefighter meet-ups, and officer resiliency training. Future efforts include partnerships with treatment centers and retreat programs in the state, peer support training, and a retiree event to support current and future retirees, focusing on the non-financial aspects of retirement.

2. Camp Ember Presentation – Firefighter/Paramedic Marina Tricarico

Firefighter/Paramedic Tricarico was present to provide the board with an update on this year’s Camp Ember. 2026 marked the tenth year of Camp Ember, when 14 girls aged 16-18 attended the three-day, two-night immersive fire-based camp. The camp received sponsorship from Red Rocks Community College, Road Home Exteriors, Country Financial, Gore-Tex, ROI Fire & Ballistics Equipment, Inc., and LION Protective Gear returned for a second year with pre-fitted bunker gear for each camper, saving valuable time for other camp activities. This mini fire academy begins with basic gear and air pak orientation, hydrant work, advanced hose movement, confined space training, window bailouts, forcible entry, auto extrication, the physical agility test, and more. Over the course of the camp, the teens gain essential leadership skills, including confidence, focus, teamwork, service, strength, and courage. New this year, parents were invited to a “family night” on the final day of the camp, allowing time for the girls to provide a demonstration of the skills learned at the camp. All three days of the camp occurred at Arvada’s Training Center this year, beginning alternating-year rotations between West Metro and Arvada. Next year, the camp will be held at the West Metro’s Training Center. Feedback about the program from the teens attending the camp, and the parents of these teens has been terrific. Firefighter Tricarico

discussed some of the changes planned for next year's camp, including opening up the camp to girls as young as 15 years of age.

3. CO-TF1 Update

CO-TF1 deployed a 40-person Type 3 Team with swift-water capabilities to Texas last week in response to severe flooding. After initially staging in San Antonio, the team relocated south to Laredo on standby. Because storm conditions have improved and there are currently no active missions, Chief Metz anticipates demobilization sometime next week.

4. Accreditation Update

Presentation of accreditation documents under Old Business

5. Revenue Stabilization Initiative Update

The final Revenue Stabilization Initiative presentation to the District's community partners will occur tomorrow morning to the Jefferson County Board of County Commissioners. Mr. Clayton and Ms. Watters will be in attendance at the meeting along with President Mulcahy and Chief Metz.

6. Assistance to Firefighters Grant (AFG) – SCBAs

The District submitted a \$2 million request to the FEMA Assistance to Firefighters Grant (AFG) to offset the \$4 million total cost of replacing aging self-contained breathing apparatus (SCBA) gear, providing crucial financial relief to the District. Chief Metz will inform the board once a determination on this grant is received.

7. Retiree Event July 30, 2026

The District will host a retiree event at the Training Center on July 30th, bringing together current and future retirees for a panel discussion on transitioning from the fire service into retirement. The session will focus on building a meaningful, purpose-filled life after service.

8. Class A Burn Building

The Training Division is preparing a video recording of a virtual tour of the Class A Burn Building for board members to become familiar with the new features of this structure.

9. Community Fire Academy

The Community Fire Academy that was planned for August and September 2026 has been postponed to the spring.

B. Finance – Fire Chief Jeremy Metz

1. May 2026 Financial Statements

Chief Metz reviewed the May 2026 financial statements which will be brought to the board for approval at the August 18, 2026 meeting.

C. Chief of Staff – Deputy Chief Mike Kirkpatrick

1. Chief of Staff Update

Thanks to the Statewide Internet Portal Authority (SIPA) grant, the District has deployed the new drone equipment and installed an automated launch dock at Station 4. The system is integrated with the Lakewood Police Department. Despite a minor technical issue last night that will be fixed by week's end, we are excited to advance West Metro's capabilities, keeping with the cutting edge of emergency operations.

Chief Metz and Chief Kirkpatrick will soon meet with the Lakewood Economic Development Director to share urban reinvestment experiences and concerns ahead of a likely upcoming project area.

The 2027 Colorado Fallen Firefighters Foundation Memorial is now set for Saturday, April 24. This date was changed to allow the families of the fallen heli attack crew from Rifle, Colorado, to attend the service.

D. Administration – Deputy Chief Todd Heintz

1. Administration Update

Chief Heintz is anticipating the arrival of the new Engine 10, Engine 4, and Brush 4 sometime next month.

The virtual tour of planned Fire Station 18 will occur on Thursday this week at OZ Architecture, Inc.

The District is planning to hold a “Firefighter Obstacle Course Challenge” on Saturday, August 29. The event is modeled after the firefighter physical agility test that firefighters must complete in order to be eligible for employment. The event is intended to engage with the community, share what firefighters do as part of their job requirements, and create an opportunity for conversations about firefighting as a career with community members participating in the event.

E. Operations – Deputy Chief Gary Armstrong

1. Operations Update

From July 3rd to the 5th, the District staffed an additional brush truck from noon to midnight, responding to 24 outside, smoke, and vegetation fires, including two significant fireworks-related injuries. On July 4th alone, the District handled 153 calls.

Chief Armstrong highlighted several notable calls from recent weeks, including a dramatic rescue where a quick-thinking citizen caught a small

child who had fallen from a two-story window. Following a medical evaluation, the child was released with no injuries.

F. Life Safety – Deputy Chief Steve Aseltine

1. Comprehensive Project Report – Electronic Report

Chief Aseltine shared recent Community Risk Reduction updates, highlighting home safety checklists, resource navigation and guides, family support, and using the ARM car for the distribution of an oxygen shut-off valve for community members requiring oxygen.

G. Other Matters

None.

H. Report of Legal Counsel – Adele Reester, Esq.

The 2026 Summer Legislative Update memo is now available. Ms. Reester is assisting the District with the required election deadlines, in the event the District decides to participate in the fall coordinated election. The District's designated election official, Kara Urland, has filed the Notice of Intent with Jefferson and Douglas Counties to inform them that the District may participate in the November 2026 coordinated. Ms. Reester will file documentation with the Department of Revenue that indicates the District may have a sales tax ballot measure in November.

I. Report of the President – President Bill Clayton

None.

J. Treasurer's Report – Treasurer Amira Watters

1. April 2026 Financial Statements

MOTION: It was moved by Amira Watters and seconded by Steven Haire to approve the April 2026 financial statements as presented. The motion was voted upon and carried.

K. Report of the Union – Captain Mike Mulcahy

Captain Mulcahy was selected to be the next Safety Captain, taking over for the current safety captain who will be retiring in August.

L. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the July 14, 2026 Civil Service Committee meetings. The next meeting of the CSC is scheduled for August 11, 2026.

VIII. OLD BUSINESS

- A. Civil Service Committee Approval of New Member Appointments – Civil Service Committee President Kim Brewer

Ms. Brewer reported on the Civil Service Committee new member interviews that were held on July 14, after the resignations of members Ann Paul and Jim Roos, and one other vacancy that was not previously filled. A total of five candidates were interviewed, resulting in three candidates recommended for appointment. Mr. Tom Clayton, Mr. Dean Wahl, and Ms. Cheryl Joseffy were recommended by the Committee for board appointment. Ms. Brewer thanked Mr. Sherman, Ms. Watters, and Chief Metz for their contributions to the process.

MOTION: It was moved by Don Sherman, and seconded by Amira Watters to appoint Tom Clayton, Dean Wahl, and Cheryl Joseffy to the Civil Service Committee with terms ending December 31, 2026, December 31, 2030, and December 31, 2026 respectively. The motion was voted upon and carried.

- B. Approve Resolution 2026-05 – A Resolution Appointing a District DEO and Authorizing IGA for Coordinated Election – Fire Chief Jeremy Metz

MOTION: It was moved by Don Sherman and seconded by Carolyn Wolfrum to adopt Resolution 2026-05 appointing Kara Urland as the 2026 designated election official, and authorizing IGA for coordinated election. The motion was voted upon and carried.

- C. Presentation and Approval of the 2026 Accreditation Documents (Risk Assessment and Standard of Cover) – Division Chief Mike Parker

Chief Parker presented an overview of the 2026 Risk Assessment and 2026 Standard of Cover. The Annual Compliance Report was completed and submitted on July 13, 2026. He noted the District's timeline for the upcoming full re-accreditation process in 2027, which begins in August 2026. The process includes: the writing of performance indicators for the Self-Assessment Manual, followed by the writing of the 2026 Annual Program Appraisals, 2027 Risk Assessment, and 2027 Standard of Cover. Next, the District will receive a peer team site visit in May 2027, followed by a hearing before the Commission on Fire Accreditation International (CFAI) in August 2027.

MOTION: It was moved by Don Sherman and seconded by Carolyn Wolfrum to approve the 2026 Risk Assessment, and 2026 Standard of Cover as presented. The motion was voted upon and carried.

IX. NEW BUSINESS

- A. Request for the Top Three Names from the Eligibility Register for the Rank of Captain, the Top Three Names from the Eligibility Register for the Rank of Lieutenant, and the Four Names from the Eligibility Register for the Rank of Engineer from the Civil Service Committee – Fire Chief Jeremy Metz

Chief Metz updated the board on a new engineer retirement announcement in recent days. Instead of requesting four names from the eligibility list for the rank of engineer, he requested five.

Chief Metz requested and received consensus to request the top three names from the eligibility register for the rank of captain, the top three names from the eligibility register for the rank of lieutenant, and the top five names from the eligibility register for the rank of engineer from the Civil Service Committee.

X. BOARD BRIEFS

- A. Organizational Chart Change Life Safety Division – Fire Chief Jeremy Metz
- B. Consent Agreement - Roxborough Village Metropolitan District Provision of Fire Mitigation Services – Fire Chief Jeremy Metz
- C. CO-TF1 Lease Agreement – Deputy Chief Todd Heint
- D. Resolution 2026-06 Calling for an Election – Fire Chief Jeremy Metz

XI. OTHER MATTERS

- A. 2026 SDA Conference, September 15-17, 2026
- B. Summer BBQ, July 29, 2026 at 11:30 a.m.

XII. EXECUTIVE SESSION

None.

XIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Steven Haire and seconded by Joe Zimmermann to adjourn the regular meeting of the West Metro Fire Protection District board of directors. The motion was voted upon and carried.

The meeting adjourned at 8:45 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton
/s/ Don Sherman