

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
May 19, 2026

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District board of directors was called to order by Vice President Carolyn Wolfrum 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	Absent
Vice President Carolyn Wolfrum	Present
Secretary Don Sherman	Present
Treasurer Amira Watters	Present
Director Steven Haire	Present – Arrived at 6:09 p.m.
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 (arrived at 6:05 p.m.); Mr. Bruk Mulaw; and, Ms. Jennifer Wheaton as recording secretary.

III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

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

IV. REVIEW OF MINUTES

A. Minutes of April 21, 2026 – Regular Meeting

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 April 21, 2026, as presented. The motion was voted upon and carried.

B. Minutes of April 25, 2026 – Special Meeting/Study Session

MOTION: It was moved by Don Sherman and seconded by Mike Williams to approve the minutes of the special meeting/study session of the board of directors dated April 25, 2026, as presented. The motion was voted upon and carried.

V. PUBLIC COMMENT

None.

VI. REPORTS

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

1. CO-TF1 Update

Since the approval of the organizational chart changes to CO-TF1 at the April 21 board meeting, Captain Brian Ertle was selected as the program manager of the task force. Lieutenant Cassen Zebroski was selected to take the role of training coordinator, beginning June 1, 2026. This change in staffing from the chief-level position to the rank of captain as the program manager and the change from the captain-level position to the rank of lieutenant as the training coordinator results in a savings in staffing, salary, and benefits costs that previously accounted for 84% of the allocated funding from FEMA to 69%, leaving more funds available for other task force needs such as training, travel, equipment, etc. Chief Metz also anticipates improved stability at the federal level with the recent announcement of the newly named FEMA administrator, Cameron Hamilton.

2. Accreditation Update

a. Accreditation Update and 2027 Accreditation Renewal Timeline

Chief Metz outlined the upcoming events for the accreditation process. The board will receive the 2026 Risk Assessment, 2026 Standard of Cover, and the 2026 Annual Compliance Report in June in preparation for these materials to be presented and ultimately approved at the July 21, 2026 board meeting. Chief Metz shared the timeline for the 2027 accreditation renewal, which kicks off this fall with self-assessment manual updates. This leads to document submission by mid-March, a peer assessor team site visit in May, and a final hearing before the Commission of Fire Accreditation International in August 2027.

3. Revenue Stabilization Update

Chief Metz attended the Wheat Ridge City Council Meeting with Mr. Haire and Ms. Wolfrum on May 4, 2026, to present the Community Advisory Group (CAG) recommendations regarding the revenue stabilization strategy for the District. Additional presentations are scheduled through May, June, and July at the Roxborough Village Metro District, the Morrison Town Council, the Jefferson County Board of Commissioners, the Edgewater City Council, and the Lakewood City Council. The next survey will be provided to the public through the District's consultants in the coming weeks in preparation for a

presentation to the board at the July 9, 2026 Special Meeting/Study Session.

4. Mental Health Awareness Month

To recognize Mental Health Awareness Month, Mental Health Coordinator Emily Johnson is producing a weekly employee podcast through the month of May. Additionally, the District has expanded its community outreach by sharing public mental health resources across social media throughout the month.

5. Camp Ember June 5-7, 2026

Chief Metz invited the board members to attend the Camp Ember Observer Day on Saturday, June 6, 2026 at the Arvada Training Center. Board members are encouraged to attend and learn more about this extraordinary fire and leadership camp for girls ages 16-18.

6. Colorado Fallen Firefighter Memorial

This past Saturday, the Colorado Fallen Firefighter Memorial paid tribute to two fallen firefighters by adding their names to the memorial: Kristen Hayes, a Frederick-Firestone community risk reduction specialist and Patrick Rogowski, a retired Colorado Springs Fire Department captain who deployed to the 9/11 World Trade Center site with Colorado Task Force One, recently died of occupational cancer.

7. Legislative Update

Chief Metz updated the board on recent Colorado legislative developments he has been monitoring and how they affect the District:

House Bill 26-1334, which sought to extend the wildfire code adoption timeline for local governments, died in committee.

House Bill 26-1433, to allow for private donations for the behavioral health trust.

Senate Bill 26-116, regarding the elimination of business personal property tax. The bill was amended to allow local governments to retain the backfill from the state.

House Bill 26-1328, regarding reimbursements for treatment in place, and transport to alternative destinations for Colorado Medicaid-covered patients.

Senate Bill 26-184, concerning expanded workers' compensation for firefighter-related occupational cancers, has been sent to the governor.

8. Community Member Fire Academy

The Training Division will host a four-day fire academy for community members on August 19, August 26, September 2, and September 12. More information to follow as details become available.

B. Finance – Finance Director Bruk Mulaw

1. March 2026 Financial Statements

Mr. Mulaw reviewed the March 2026 financial statements which will be brought to the board for approval at the June 16, 2026 meeting.

C. Chief of Staff – Deputy Chief Mike Kirkpatrick

1. Chief of Staff Update

Chief Kirkpatrick made the board aware of an Urban Renewal Authority project that Lakewood is considering along the Sheridan Corridor between 6th and Colfax. The board will likely receive more information about this in the coming months.

West Metro Public Information Officer Ronda Scholting was recently honored with two major accolades: a first-place Blue Pencil and Gold Screen Award from the National Association of Government Communicators, and a Telly Award. The awards recognize her work on the Jefferson County Active Threat Training video. This video captures a realistic, full-scale training exercise with multiple partnering agencies. It demonstrates how first responders operate under pressure—covering triage, transport, and hospital handoffs, while emphasizing interoperability and key lessons learned to keep the community safe.

D. Administration – Deputy Chief Todd Heintz

1. Administration Update

The firefighter new hire recruitment and testing process is progressing. The Life Safety Division investigators are handling background checks. The Human Resources Division will begin to send out conditional job offers to 30 candidates for the upcoming fall academy.

A single-role EMT provider candidate is currently completing the pre-employment steps. If hired, this roll will support the EMS Division by staffing the ARM car and other work as needed.

E. Operations – Deputy Chief Gary Armstrong

1. Operations Update

Chief Armstrong reviewed notable calls in recent weeks, commenting on the snowstorm that occurred earlier in May, where Station 1 responded to 12 consecutive calls between midnight and 6 a.m.

2. SAFER Grant Update

Chief Armstrong reported on the status of the Staffing for Adequate Fire and Emergency Response Grant that the District received in 2021. This grant program pays for the funds the hiring, salaries, and benefits for the hiring of 16 firefighters for five years, totaling \$5 million dollars. With the recent government shutdown, the funding has been delayed, awaiting the final payment installment in the amount of \$700,000.

F. Life Safety – Deputy Chief Steve Aseltine

1. Comprehensive Project Report – Electronic Report

Chief Aseltine reported to the board on the challenges in reporting with the new NERIS software system and thanked the board for their patience while the Life Safety Division works through the changes.

G. Other Matters

None.

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

None.

I. Report of the President – Vice President Carolyn Wolfrum

None.

J. Treasurer’s Report – Treasurer Amira Watters

1. February 2026 Financial Statements

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

K. Report of the Union – Captain Mike Mulcahy

Captain Mulcahy commented on the changes and challenges that the employees of the District are navigating, and acknowledged the adaptability demonstrated by the organization to continually strive for success.

L. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the May 12, 2026 Civil Service Committee meeting, including the Committee’s plan to interview potential candidates for the selection of two new members at the July 7, 2026 meeting. The Committee has requested to have two board members in attendance during the interview process on July 7. The next meeting of the CSC is scheduled for June 9, 2026.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

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

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

IX. BOARD BRIEFS

- A. Approval of First Amendment to Chief Metz's Employment Contract
- B. Purchase of a New Dive Apparatus – Deputy Chief Todd Heint
- C. Extension of Lease Agreement for Mount Morrison Radio Tower – Deputy Chief Todd Heint

X. OTHER MATTERS

- A. Election of Officers – June Board Meeting

Chief Metz reminded the board of the annual election of officers and committee liaison assignments at the June 16, 2026 board meeting.

XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved Joe Zimmermann and seconded by Steven Haire 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 7:17 p.m.

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