

West Metro Fire Protection District Civil Service Committee Meeting Minutes

February 10, 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 5:59 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

President Kim Brewer – Present
Vice President Susan Emsbo – Present
Member Jerry Cassel – Present
Member Vince Harris – Present
Member Ann Paul – Present
Member Jim Roos – Absent
Member Danny Turney – Present
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 remotely via Teams; and Ms. Jennifer Wheaton as recording secretary.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Danny Turney and seconded by Ann Paul to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of February 10, 2026, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Vince Harris and seconded by Danny Turney to approve the minutes of the regular meeting of the Civil Service Committee

dated January 13, 2026, as presented. The motion was voted upon and carried.

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

Chief Metz informed the committee of the passing of Engineer Kyle Bartlett. Funeral arrangements are currently in progress and are expected to be finalized shortly. Details will be distributed once the date, time, and location are confirmed. The district is coordinating support for the family, crew members, and personnel. Operational continuity remains in place, and services to the community continue as scheduled.

Chief Metz also announced an upcoming CPR certification opportunity. All Civil Service Committee members are welcome to attend.

Additionally, Chief Metz shared that the first meeting of the Community Advisory Group is scheduled for next Wednesday. The group consists of community members representing diverse geographic areas and backgrounds within the district. Vince Harris will represent and serve on the Task Force for the Civil Service Committee. Four meetings are planned in total. Community polling results will be compiled and presented to the Board.

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

Chief Hutchinson reported on the Burn Building project, noting that site preparation is scheduled to begin in mid-March and that the overall project remains on schedule. The next academy, designated as Class 26-02, is scheduled to begin on August 1, 2026. Implementation of the heart monitor program and CPR training is scheduled to begin on February 15, 2026, and RT 130 wildland refresher training is planned for April 2026.

Regarding Acquired Structure Training, Kaiser will no longer be available as a training site due to phased asbestos removal and demolition, eliminating the previously anticipated training window. Bandimere Speedway has offered structures for potential training use, and coordination is currently underway.

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

None.

IX. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the January 20, 2026, board meeting. The next board meeting is scheduled for February 17, 2026.

X. REPORT OF THE UNION – Lieutenant Jon Beattie

Lieutenant Beattie provided an update regarding the passing of Engineer Kyle Bartlett, acknowledging the significant emotional impact on the organization. Engineer Bartlett was recognized for his professionalism, leadership, and dedication to his family and faith. Appreciation was expressed to Chief Metz, executive staff, and Lieutenant Wuertz for their support during this time, as well as to the membership and community for their prompt and meaningful support of the Bartlett family. Employees were reminded of the availability of mental health resources and encouraged to utilize those services as the department continues to support one another while maintaining operational responsibilities.

XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

The RCS Committee reported that the hiring process is progressing smoothly. Written examinations are currently being administered remotely. Oral board panelists have been confirmed and notified, and oral boards are scheduled to begin in mid March. The interview process is expected to continue for approximately two weeks to accommodate nearly 100 candidates. Appreciation was expressed to Morgan, Olivia, and the Human Resources team for their coordination and administration of the process.

XII. FINANCIAL REPORT – Division Chief Doug Hutchinson

A. Budget Review

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

XIII. OLD BUSINESS

A. 2025 Engineer Promotional Exam

Participants have been notified of the available practice sessions and have begun registering. To manage attendance effectively and ensure efficient use of time, designated dates and time slots have been established. This will allow organizers to track participation and plan each session accordingly. The sessions will focus primarily on exercises developed from prior exam problems, with materials currently being finalized and scheduled. The intent is to provide realistic practice that reflects the format and difficulty of the official exam. The exam is scheduled for May 19–21, and in preparation, a mandatory kickoff meeting will be held on March 24 to formally launch the spring preparation cycle.

B. 2026 Captain Promotional Exam

The application period officially closed on February 4, 2026, with a total of 10 candidates. Exam preparations are currently underway, and the written exam is scheduled for March 12, 2026.

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

The written exam is scheduled for March 18, 2026, at 10:00 am. 20 firefighters will be taking the exam, followed by a practical component.

D. Consideration of Redline Amendments to the Rules and Regulations – Section 2.4.5 Attendance and 6.4.8 Submission of Application

MOTION: It was moved by Vince Harris and seconded by Susan Emsbo to approve the recommended amendments to Section 2.4.5 Attendance and Section 6.4.8 Submission of Application as presented by Chief Metz. The motion was voted upon and carried.

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 Danny Turney and seconded by Ann Paul 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/ Jennifer Wheaton

/s/ Kim Brewer