

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Board of Directors Meeting
April 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 6:01 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

President Bill Clayton	Present
Vice President Carolyn Wolfrum	Present
Secretary Don Sherman	Present
Treasurer Amira Watters	Present
Director Steven Haire	Present – Arrived at 6:05 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; Mr. Bruk Mulaw; and, Ms. Kara Urland 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 March 17, 2026

MOTION: It was moved by Don Sherman and seconded by Mike Williams to approve the minutes of the regular meeting of the board of directors dated March 17, 2026, as presented. The motion was voted upon and carried.

V. PROMOTIONS

A. Promote Collin Stookey to the Rank of Captain, Effective April 14, 2026, to Promote Jason Reynolds to the Rank of Lieutenant, Effective March 6, 2026, and to Promote Brent Bulbuk to the Rank of Lieutenant, Effective April 14, 2026 – Fire Chief Jeremy Metz

MOTION: It was moved by Joe Zimmermann and seconded by Don Sherman to promote Collin Stookey to the rank of captain, effective April 14, 2026, to promote Jason Reynolds to the rank of lieutenant, effective March 6, 2026, and to promote Brent Bulbuk to the rank of lieutenant, effective April 14, 2026. The motion was voted upon and carried.

VI. OATH OF OFFICE FOR CAPTAIN COLLIN STOOKEY, LIEUTENANT JASON REYNOLDS, AND LIEUTENANT BRENT BULBUK

RECESS

At approximately 6:20 p.m., President Clayton announced the board would take a 14-minute recess to congratulate the newly promoted employees and would reconvene the regular meeting of the West Metro Fire Protection District Board of Directors at 6:34 p.m.

VII. PUBLIC COMMENT

None.

VIII. REPORTS

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

1. CO-TF1 Update

The final reimbursement from the federal government for the outstanding claims associated with recent deployments has been approved. Partial payment for the 2024 Hurricane Helene, 2025 Texas Floods, and the 2024 Severe Weather Event in Tennessee has been processed, with the final payment to be processed when FEMA funds become available. The requirement for the Department of Homeland Security secretary to personally review contracts over \$100,000 has been eliminated. Chief Metz anticipates that this change will result in efficiencies in the reimbursement process moving forward.

2. Accreditation Update

The District is in the final review process of the 2025 Annual Program Appraisals.

3. Community Advisory Group Meetings (CAG) Update

During the Board's upcoming April 25, 2026 Special Meeting/Study Session, the CAG will present its findings regarding the District's current financial state and discuss recommendations for revenue stabilization strategies.

4. Congressional Fire Service Institute (CFSI) Conference

Chief Metz was honored to join a contingent of fire chiefs and chief officers from across the state, including the State Chiefs and the Division of Fire Prevention and Control in Washington D.C. last month at the CFSI Conference. He met with Senator Bennet, Representatives Pettersen and Evans, and with the staff for Representatives Crow, DeGette, and Hurd. Chief Metz was assigned to discuss talking points and present on reimbursements for Medicare and Medicaid transports, treatment in place options, and signed a letter of support to encourage legislators to approve an increase in funding for the 28 US&R teams by \$2 million each.

5. Legislative Update

House Bill 26-1334 was introduced in committee to delay the adoption of the Wildfire Resiliency Code from April 1, 2026 to April 1, 2027 to provide an opportunity to further study the impacts of the code. This will not affect the Jefferson County Wildfire Resiliency Code that the District adopted on April 1, 2026.

6. Town of Lakeside Update

Chief Metz reported on a recent meeting he had with the Town of Lakeside mayor and police chief. There are approximately 10-15 residents in the area covered by the District, in addition to 8-9 homes in Lakeside that are not covered by the District. While the Lakeside Amusement Park is not included in the West Metro Fire Protection District, there have been times in the recent past when the District has responded to the Park to provide medical care, primarily in the parking lot. There is a Lakeside Amusement Park Fire Department that is currently inactive. Chief Metz will continue discussions with the Town of Lakeside on future response considerations in this area.

7. Jeffcom Interim Executive Director

Jeffcom's Executive Director, Jeff Streeter recently retired, resulting in the appointment of Deanne Criswell as the interim executive director until an executive search and selection process can occur. Chief Metz is serving on the Jeffcom executive search committee with the Arvada police chief and two additional Jeffcom staff members.

8. Whole Blood Pilot Program

The grant funding for the Whole Blood Pilot Program came in at approximately \$48,000, which is short by approximately \$20,000 to effectively operate the program. The EMS Division budget has the ability to absorb costs not covered by the grant and will go forward with implementation as a pilot program. With the uncertainty of the District's future funding, the long-term sustainability of the Whole Blood Pilot Program could be affected in the future.

9. Wheat Ridge Pension Plan Update

Chief Metz provided an update on the Wheat Ridge Pension Plan since the board approved the resolution to call for a vote of retirees to eliminate the requirement for two trustees to serve on the Wheat Ridge Fire Protection District Firefighters' Pension Fund Board. There were 43 letters mailed to the Wheat Ridge Retirees; 32 responded. There were 26 yes votes and 6 no votes, resulting in the West Metro Fire Protection District's Board of Directors to serve as trustees.

10. Division Chief of Training

With the retirement of Division Chief Doug Hutchinson, Assistant Chief Ben Tennessen was promoted to the rank of division chief and will be leading the Training Division.

B. Finance – Finance Director Bruk Mulaw

1. February 2026 Financial Statements

Mr. Mulaw reviewed the February 2026 financial statements which will be brought to the board for approval at the May 19, 2026 meeting.

2. Audit

The District is currently undergoing the annual external audit for the fiscal year 2025. A full report of the auditors, RubinBrown, will occur at a future board meeting. In addition to the annual audit, the District has been selected for a comprehensive audit through the State of Colorado, associated with the Medicaid Supplemental Reimbursement program.

3. GFOA Award

The District received the Certificate of Achievement for Excellence in Financial Reporting for the year 2024, making this the 28th year in a row to receive this award.

C. Chief of Staff – Deputy Chief Mike Kirkpatrick

1. Chief of Staff Update

The Impact Fees study is complete and will be presented to the board at the Board's April 25, 2026 Special Meeting/Study Session.

The digital media specialist, Patrick Enslow, has been onboarded. Mr. Enslow has been receiving training and familiarization with the District. He will be supporting the District's social media efforts, videography, and public information officer responsibilities.

The Training Center is hosting a Taking Care of Our Own course at the Training Center. This specialized training is provided by the National Fallen Firefighters Foundation, and is designed to support first responders and caregivers in managing trauma, risk reduction, preventing line-of-duty deaths and serious injury, and personal well-being. The program leaders will also review and help ensure the District's policies align with best practices.

D. Administration – Deputy Chief Todd Heidl

1. Administration Update

The Planned Station 18 conceptual design is progressing, with plans being prepared for submission to the city for review in early May.

The final inspection of the two new Pierce engines is complete, with delivery of those two engines in early May. Chief Jackson is currently inspecting the new Type 6 Skeeter apparatus which will be delivered in the coming weeks.

The Training Center is finishing up the site prep for the new Class A burn building. Once complete, Fire Training Structures (FTS), the company building the prefabricated structure, will install the building on June 15. The Training Division will receive training on the new structure throughout the summer, with plans to put the new building to use by the start of the fall academy.

Chief Heidl has assembled a work group to evaluate the District's various software platforms.

The Station 8 main water line experienced a sudden and significant pipe burst. The repair will require asphalt replacement. An insurance claim has been submitted for the cost of the repairs.

E. Operations – Deputy Chief Gary Armstrong

1. Operations Update

Chief Armstrong reviewed notable calls in recent weeks. The District responded to a one-acre grass fire near 6th and Alkire. Drone footage was obtained of the fire while on scene to aid in managing the response. The enhanced mutual aid agreement with Golden and Pleasant View went into effect two weeks ago. Since then, the process has gone smoothly and the District has responded to minimal calls in the area.

F. Life Safety – Deputy Chief Steve Aseltine

1. Comprehensive Project Report – Electronic Report

G. Other Matters

None.

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

Ms. Reester reminded the board about the April 25, 2026 Study Session and noted how the structure of a study session differs from a regular board meeting.

I. Report of the President – President Bill Clayton

President Clayton thanked Mr. Zimmerman and Ms. Wolfrum for their time and efforts to represent the board during the CAG meetings.

J. Treasurer’s Report – Treasurer Amira Watters

1. January 2026 Financial Statements

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

K. Report of the Union – Captain Mike Mulcahy

Captain Mulcahy attended the Annual Muscular Dystrophy Association/IAFF fundraising kickoff meeting, with discussions focusing on ways to improve collections.

L. Report of Civil Service Committee – Secretary Don Sherman

Mr. Sherman reported on the April 14, 2026 Civil Service Committee meetings. The next meeting of the CSC is scheduled for May 12, 2026.

IX. OLD BUSINESS

A. Organizational Chart Change – Fire Chief Jeremy Metz

Proposed changes to the organizational chart for CO-TF1 are being approached conservatively due to federal government uncertainties. With the recommendation to change from a chief-level officer to a captain-level officer as the program manager. This change will trigger a Meet and Confer meeting between the negotiations committee and the assistant chiefs. This change will be a salary savings for the CO-TF1 budget. There is also an opportunity to move emergency operations from the current special operations chief to the previous emergency manager chief, who is currently assigned to a district chief position. There is no cost associated with moving emergency management responsibilities.

MOTION: It was moved by Bill Clayton and seconded by Carolyn Wolfrum to approve the changes to the District’s organizational chart as presented. The motion was voted upon and carried.

- B. Statewide Internet Portal Authority (SIPA) Grant Drone System – Deputy Chief Mike Kirkpatrick

MOTION: It was moved by Joe Zimmermann and seconded by Steven Haire to approve the acceptance of the SIPA grant agreement for the Drone as a First Responder implementation project as presented, and authorize Chief Metz, or his designee, to execute the grant agreement and procure the associated hardware and equipment. The motion was voted upon and carried.

- C. Stryker LP 35 Monitor Purchase – Division Chief Jasen McConaghy

MOTION: It was moved by Amira Watters and seconded by Steven Haire to approve the purchase of 28 Stryker Lifepak 35 cardiac monitors and to authorize Chief Metz or designee to execute the purchase as presented. The motion was voted upon and carried.

X. NEW BUSINESS

None.

XI. BOARD BRIEFS

None.

XII. OTHER MATTERS

- A. Colorado Fallen Firefighters Foundation Remembrance Ceremony, Saturday, May 16, 2026 – Fire Chief Jeremy Metz
- B. The July 11, 2026 Special Meeting/Study Session of the board will be moved to July 9, 2026 at 6:00 p.m. in the board room – Fire Chief Jeremy Metz

XIII. EXECUTIVE SESSION

- A. Personnel Matter with the Fire Chief

Executive session pursuant to Section 24-6-402(4)(f) C.R.S. for purposes of discussing a personnel matter regarding Fire Chief Jeremy Metz.

MOTION: At approximately 8:08 p.m., it was moved by Don Sherman and seconded by Carolyn Wolfrum to enter into executive session pursuant to Section 24-6-402(4)(f) C.R.S. for purpose of discussing a personnel matter regarding Fire Chief Jeremy Metz. The motion was voted upon and carried.

MOTION: At approximately 9:32 p.m. it was moved by Carolyn Wolfrum and seconded by Amira Watters to resume the regular board meeting of the West Metro Fire Protection District. The motion was voted upon and carried.

President Clayton announced that no motions were made nor were any votes taken.

XIV. ADJOURNMENT

MOTION: There being no further business to be presented, it was moved Carolyn Wolfrum 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 9:35 p.m.

Recording Secretary: /s/ Kara Urland
/s/ Don Sherman