

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
May 14, 2024

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 available remotely via Teams.

II. ROLL CALL

President Kim Brewer	Present
Vice President Susan Emsbo	Present
Member Christina Cosentini	Present
Member Christopher Holm	Present
Member Leo Johnson	Present
Member Jim Roos	Present
Member Danny Turney	Present - excused
Member Peggy Valdez	Present
Board Liaison Don Sherman	Present

Also present were Fire Chief Don Lombardi; Division Chief Doug Hutchinson; and, Ms. Kara Urland as recording secretary.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Christopher Holm and seconded by Jim Roos to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of May 14, 2024, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Christina Cosentini and seconded by Leo Johnson to approve the minutes of the regular meeting of the Civil Service Committee dated April 9, 2024 as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – Fire Chief Don Lombardi

The District is in the midst of the Insurance Service Organization (ISO) review aiming to maintain the current Class 1 rating.

West Metro Fire Rescue has been chosen as one of six fire agencies nationwide to participate in a prototype reporting system called the National Emergency Reporting Information System (NERIS). Currently, the District utilizes the National Fire Incident Reporting System (NFIRS), which has remained unchanged for the past two decades. The new prototype system aims to enhance user-friendliness and provide more comprehensive data. By July 2024, an additional 50 fire agencies will join the initiative, ensuring continual growth and refinement as all contribute feedback for its development. Chief Lombardi participated in the production of a NERIS webinar that included a Q&A session and was attended by over 900 people across the U.S. The webinar has been downloaded over 2,000 times in the last week.

Chief Lombardi recently attended the inaugural World Fire Congress, hosted by the U.S. Fire Administrator. The event convened representatives from 50 countries to deliberate on key issues including structure fires, climate change, technology, electrical vehicle safety, and firefighter health and safety. Engaging with counterparts from diverse cultural backgrounds underscored the global nature of the challenges faced by the fire service nationally. Despite cultural differences, common ground was discovered in addressing these critical issues. The World Fire Congress will convene every two years with the intention to facilitate ongoing dialogue and collaboration.

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

Progress on building improvements at the Training Center continues, with the project nearing completion very soon.

The Training Division recently concluded Wildland Fire Safety Refresher (RT-130) and Cardio Pulmonary Resuscitation (CPR) recertification. Both certifications served to support the Wildland training.

Next week, the Training Center will conduct a Driver Operator Pumper course, providing firefighters with the opportunity to learn engine driving skills.

Preparations are underway at the Training Center for live fire burns, in the Class A structure, which are scheduled to occur throughout the entire month of June.

Throughout the summer, the Training Center will host active threat training involving relevant law enforcement agencies from the area.

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

None.

IX. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the April 16, 2024 board meeting. The next board meeting is scheduled for May 28, 2024.

X. REPORT OF THE UNION – Lieutenant Jon Beattie

None.

XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

A full report on the hiring process for the 36 firefighter candidates who progressed to the background check stage will be presented at next month's Civil Service meeting.

Out of the candidates who successfully completed the background check, 18 individuals are scheduled to start academy training on August 1, 2024.

XII. FINANCIAL REPORT – Division Chief Doug Hutchinson

A. Budget Review

Chief Hutchinson reviewed the 2024 year-to-date budget.

XIII. OLD BUSINESS

A. 2024 Lieutenant Promotional Exam

The virtual kick-off for the job analysis review and initial development of exercise assignments is scheduled for the week of June 10, 2024.

XIV. NEW BUSINESS

A. 2024 3rd Grade Firefighter Promotional Exam (23-02)

1. Notice

2. Reading List

The Committee members reviewed the notice and the reading list for the 2024 3rd Grade Firefighter Promotional Exam.

MOTION: It was moved by Leo Johnson and seconded by Christina Cosentini to approve and post the notice and reading list for the 2024 3rd Grade Firefighter Promotional Exam (23-02), effective May 14, 2024. The motion was voted upon and carried.

- A. Certify the Top Three Names from the Eligibility Register for the Rank of Engineer

MOTION: It was moved by Jim Roos and seconded by Peggy Valdez to certify the top three names from the eligibility register for the rank of Engineer (N. Winterhalder, R. Kerns, and T. Prythero). The motion was voted upon and carried.

XV. OTHER MATTERS

None.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Susan Emsbo and seconded by Jim Roos 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 6:32 p.m.

Recording Secretary: /s/s/ Kara Urland
/s/ Kim Brewer