

West Metro Fire Protection District Civil Service Committee Special Meeting Minutes

September 29, 2025

I. CALL TO ORDER

The special meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Kim Brewer at 3:02 p.m. This meeting was held in accordance with the applicable statutes of the State of Colorado, 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	Present
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; and, Ms. Kara Urland as recording secretary.

III. DISCUSSION AND ACTION REGARDING PROTESTS OF THE PUMPING PORTION OF THE 2025 ENGINEER PROMOTIONAL EXAM

Protest #1 – Ladder Rescue Scenario

A candidate filed a protest regarding the second element of the residential exercise, noting that in prior training, the halyard was not required to be tied off in a rescue situation. It was clarified that the halyard was not part of the scenario, not scored, and no candidate was advantaged or disadvantaged. Both Chief Hutchinson and CPS HR Consulting (CPS) recommended denying the protest. A motion was requested.

MOTION: It was moved by Danny Turney and seconded by Jerry Cassel to deny the protest concerning the halyard in the residential exercise of the 2025 Engineer Promotional Exam. The motion was voted upon and carried.

Protest #2 – Pumping Phase II Equipment Failure

During the pumping phase of the assessment, the pump system at the training center failed during testing scenarios. This led to repeated shutdowns that caused substantial delays in testing for four candidates, with interruptions lasting as long as two to three hours. One of those candidates filed a protest, citing confusion and disadvantage upon resuming the exercise after the lengthy interruption.

The protest was reviewed by Chief Hutchinson and CPS and deemed valid, as the pump failure compromised fairness and consistency. CPS recommended upholding the protest, which would invalidate the pumping phase of the 2025 Engineer Promotional Exam.

Discussion - Re-Examination of Pumping (Phase II)

Chief Metz explained that under Section 6.11 of the Civil Service Rules and Regulations, the Committee has the authority to call for a re-examination of the pumping portion of the Engineer Promotional Exam. He strongly encouraged the Committee to consider this option to preserve fairness and integrity.

Chief Metz outlined logistical considerations:

- Candidates must receive at least 35 days' notice for a re-examination.
- A new scenario would need to be developed by SMEs with scoring criteria established by CPS.
- Conducting the exam from November through early spring poses risks due to weather; staff does not recommend testing during that time.
- The Captain's Exam scheduled for March 2026 will limit training center availability.

Based on these factors, Chief Metz recommended that any re-examination be scheduled for late spring or early summer 2026 to avoid weather risks and scheduling conflicts. He also noted that while the pump system has received regular maintenance, it is aging, and foam use during the assessment is believed to have contributed to the failures.

Following discussion, the Committee agreed that by directing a re-examination, it would be addressing and upholding the protest.

MOTION: It was moved by Susan Emsbo and seconded by Jim Roos to call for re-examination of the pumping portion (Phase II) of the 2025 Engineer Promotional Exam, pursuant to Section 6.11 of the Civil Service Rules and Regulations, and to direct that only the eligible candidates who completed Phase II in 2025 participate in a re-examination to be scheduled in late spring or early summer of 2026. By taking this action, the Committee acknowledged that the protest was addressed and upheld. The motion was voted upon and carried. By taking this action, the protest was resolved.

IV. EXECUTIVE SESSION

None.

V. ADJOURNMENT

MOTION: There being no further business to be presented, it was moved by Vince Harris and seconded by Danny Turney to adjourn the special meeting of the West Metro Fire Protection District Civil Service Committee. The motion was voted upon and carried.

The meeting adjourned at 3:31 p.m.

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