

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
May 13, 2021

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Don Sherman at 6:00 p.m. This meeting was held remotely via Zoom in accordance with the applicable statutes of the state of Colorado.

II. ROLL CALL

President Don Sherman	Present
Vice President Peggy Valdez	Present
Member Susan Emsbo	Present
Member Dick Igel	Absent - Excused
Member Leo Johnson	Present
Member Jim Roos	Present - Excused
Member Danny Turney	Present
Board Liaison Mike Williams	Present

Also present were Fire Chief Don Lombardi; Division Chief Dan Pfannenstiel; Captain Reed Norwood, representing IAFF Local 1309; and, Ms. Jennifer Wheaton as recording secretary.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of May 13, 2021, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Leo Johnson and seconded by Danny Turney to approve the minutes of the regular meeting of the Civil Service Committee dated April 8, 2021 as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

Chief Lombardi notified the Civil Service Committee of the current succession plan in preparation for upcoming retirements for Deputy Chief Bruce Kral, Deputy Chief Mark Krapf and District Chief Keith Schneider. Chief Kral will be succeeded by Mike Kirkpatrick as the new deputy chief of life safety in July 2021, and Chief Krapf will be succeeded by Jeremy Metz as the new deputy chief of administration in August 2021. The three chief retirements will effect change with a number of divisional assignments and will create vacancies, and promotions across the ranks of assistant chief, captain, and lieutenant in the coming weeks and months.

COVID-19 cases have decreased in the area recently. Eased restrictions and updated guidance for mask wearing for fully vaccinated individuals are projected in the near future. Chief Lombardi requested that the Civil Service Committee begin to consider the platform for holding future meetings, whether in-person, virtual, or conducting the meeting in a manner that would allow attendance both in-person and virtually. The CSC will conduct meetings virtually through the month of June and will make a decision at the June meeting for future meeting plans.

VII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

The academy class 21-01 graduated on May 7, 2021. Dakota Ridge High School hosted the graduation ceremony with 175 attendees, including staff. The post academy courses are underway with EMS week, IV certification, car seat technician, and final medic rides to conclude the driver operator I utility certification. The new firefighters will begin staffing in the fire stations on May 25, 2021.

Current training activities include EMS and hazardous materials multicompany drills. Tomorrow is the final day of the driver operator pumper training. Upcoming activities at the training center include, Camp Ember, hazardous materials technician training class, swift water training, and 11-day tech rescue training.

Preparations are already underway for the 21-02 academy, beginning August 2, 2021. Over 30 recruits are projected to attend this academy with 20 West Metro recruits, six Arvada recruits, one to three Tri-Lakes recruits, two Castle Rock recruits, and possibly one recruit from Upper Pine in Durango.

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

None.

IX. REPORT OF BOARD LIAISON – M. Williams

Mr. Williams reported on the April 20, 2021 board meeting. The next board meeting is scheduled for May 18, 2021.

X. REPORT OF THE UNION – R. Norwood

The regular Local 1309 meeting was held both in-person and virtually. Virtual attendees were able to observe the meeting, however, they were not eligible to comment or vote. The annual Colorado Professional Fire Fighters (CPFF) meeting will be held in the month of June at the CPFF events center.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

Preparations are underway for a total of 20 West Metro recruits in the fall academy. This number has increased in recent weeks due to anticipated attrition in 2021.

XII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

Chief Pfannenstiel reviewed the 2021 year-to-date budget.

XIII. OLD BUSINESS

A. Assistant Chief Exam

1. Feedback Reports

The feedback reports were sent to each of the eleven candidates. Two candidates have requested appointments to review the reports with Chief Pfannenstiel to further evaluate areas for improvement.

2. Invoice

The invoice for services came in lower than the original estimate due to lower than anticipated travel expenses. The invoice has been approved and submitted for payment.

B. 2021 Engineer Exam

1. Contract

The 2021 Engineer Exam contract between West Metro and CPS-HR has been fully executed.

2. Progress, Dates, Etc.

Subject matter experts (SMEs) have been selected. An initial meeting will occur tomorrow to set the framework of the exam and prepare for the job analysis. The current job analysis is four years of age. CPS-HR is

recommending updating the job analysis in favor of developing one that is more complete and thorough. CPS-HR has offered to conduct the job analysis free of charge, which normally costs around \$5,000.

XIV. NEW BUSINESS

- A. Certify 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, and the Top Four Names from the Eligibility Register for the Rank of Lieutenant

MOTION: It was moved by Danny Turney and seconded by Leo Johnson to certify the top three names from the eligibility register for the rank of assistant chief (S. Kornegay, S. Jewell, M. Parker), to certify the top three names for the rank of captain (T. Sugaski, D. Harms, C. Rhoads), and to certify the top four names for the rank of lieutenant (D. Shannon, M. Sulentic, O. Whitney, D. Hoff). The motion was voted upon and carried.

XV. OTHER MATTERS

Chief Pfannenstiel congratulated Chief Lombardi on being elected as the president of the Metro Chiefs Association for a one-year term.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Leo Johnson and seconded by Danny Turney 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 6:41 p.m.

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