

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
September 9, 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	Absent - Excused
Member Susan Emsbo	Present
Member Dick Igel	Present
Member Leo Johnson	Present
Member Jim Roos	Present
Member Danny Turney	Present
Board Liaison Mike Williams	Present

Also present were Division Chief Doug Hutchinson; 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 Jim Roos to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of September 9, 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 August 18, 2021 as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Hutchinson

All budgets for the year 2022 have been submitted for review. Notable budget items in 2022 include capital improvements for Stations 16 and 17 as well as other capital improvements throughout the District.

The organizational changes that have occurred over the last three months are now complete. The transition went very well.

VII. REPORT OF THE TRAINING CHIEF – D. Hutchinson

The West Metro Recruit Academy is currently in week 6 of the program and is progressing nicely.

The Red Rocks Community College Firefighter Academy is at the Training Center 2 days each week for the fall semester.

The Training Center will host the Mile High Firefighter Conference in October 2021.

The Training Division hired and is orienting a new maintenance technician.

It is projected that two West Metro academies will be held in 2022, with 15 recruits in the spring of 2022, and 21 recruits in the fall of 2022.

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

None.

IX. REPORT OF BOARD LIAISON – M. Williams

Mr. Williams reported on the August 17, 2021 board meeting. The next board meeting is scheduled for September 28, 2021.

X. REPORT OF THE UNION – R. Norwood

Negotiations are underway for the next working agreement with a negotiations meeting set for September 27, 2021.

Captain Norwood updated the Committee on an employee who had been severely injured in an automobile accident last month. This member is now at home recovering and awaiting surgery.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

February 1, 2022 is the projected start date for the next academy, with 15 recruits from the current candidate pool placed in this academy.

The RCS Subcommittee will meet soon to plan for the 2022 hiring process. Captain Norwood will notify the CSC members of upcoming meetings in the event any member wishes to attend.

XII. FINANCIAL REPORT – D. Hutchinson

A. Budget Review

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

XIII. OLD BUSINESS

A. 2021 Engineer Exam

Mr. Sherman reported on the events of the testing process. There were two items protested by candidates that were disallowed. 11 of the 13 candidates who participated in the hydraulics exam passed. The driving portion of the exam will occur next week.

1. Ratify Scores of the Phase I Hydraulics Exercises

MOTION: It was moved by Leo Johnson and seconded by Jim Roos to ratify the scores of the Phase I Hydraulics Exercises that were conducted on August 31-September 1, 2021, and to post the ratified scores on September 9, 2021. The motion was voted upon and carried.

B. 2022 Captain Promotional Exam

1. Reading List

MOTION: It was moved by Leo Johnson and seconded by Dick Igel to approve the 2022 Captain Promotional Exam Reading List and to approve posting the reading list on September 9, 2021. The motion was voted upon and carried.

2. Contract

A draft contract agreement for the 2022 Captain and Lieutenant exams is currently being finalized by Chief Hutchinson and will soon be sent to CPS-HR for review.

XIV. NEW BUSINESS

A. Certify the Top Four Names from the Eligibility Register for the Rank of Assistant Chief, the Top Four Names from the Eligibility Register for the Rank of Captain, the Top Four Names from the Eligibility Register for the Rank of Lieutenant, and the Top Three Names from the Eligibility Register for the Rank of Engineer

MOTION: It was moved by Danny Turney and seconded by Susan Emsbo to certify the top four names from the eligibility register for the rank of assistant chief (M. Parker, S. O'Hara, J. Grothe, T. Hopwood), to certify the top two names for the rank of captain (K. Lasswell, H. Schieferecke), to certify the top four names for the rank of lieutenant (K. Loupee, M. Marfil, D. Huffman, E. Arthur), and to certify the top three names for the rank of engineer (R. Saum, C. Thieman, M. Dory). The motion was voted upon and carried.

XV. OTHER MATTERS

The next meeting of the Civil Service Committee will be held on October 14, 2021, in-person at the West Metro Fire Protection District Administrative Headquarters at 433 S. Allison Parkway, Lakewood, Colorado

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Jim Roos and seconded by Leo Johnson 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/ Jennifer Wheaton
/s/ Don Sherman