

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
October 14, 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 6:03 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District Administrative Offices, at 433 South Allison Parkway, Lakewood, Colorado and made available remotely via Zoom.

II. ROLL CALL

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

Also present were Fire Chief Don Lombardi; 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 October 14, 2021, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to approve the minutes of the regular meeting of the Civil Service Committee dated September 9, 2021 as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – D. Lombardi

Chief Lombardi thanked the Committee for permanently changing the meeting location from the West Metro Training Center to the Administrative Building to allow for better technology in the handling of hybrid meetings.

The 2022 proposed budget will be submitted to the board members, made available for public viewing on the West Metro website, and made available at the front desk of the administrative building on October 15, 2021. Pending approval, proposed capital projects would require the use of reserve funds. A financial risk assessment will be presented to the board at the November board meeting where the use of reserves will be discussed.

Due to the federal contracts West Metro has with the Denver Federal Center and the National Renewable Energy Lab (NREL), West Metro is considered a federal contractor and is subject to the guidance for Covid-19 vaccine mandates. Compliance is required by December 8. Two types of exemptions will be considered, medical and religious. Medical exemptions will require a letter from a licensed Colorado physician and an evaluation by the West Metro occupational medicine doctor for final determination. The religious exemptions involve a statement from the employee, attesting to strongly held religious beliefs that are in conflict with receiving the vaccine. Next, the statement will be reviewed by legal counsel, members of human resources, and a division chief for a determination. Names will be concealed from the reviewers for privacy during this process. Employees who are granted an exemption will be required to wear a mask while at work and will also be required to show proof of a negative Covid-19 PCR test weekly. Additionally, regardless of vaccination status, the federal guidance requires masking for all employees whenever the local county transmission rates are high. For accommodated employees or for all employees during times of high transmission, masks will be required per the guidance. Disciplinary action for not following the directive, ranges from suspension without pay for first time offenders to termination for repeat offenders.

West Metro was recently awarded the 2021 Special District of the Year by the SDA. Chief Lombardi credited the employees, support staff, leadership, command staff, and the board and Civil Service Committee members for the individual roles they play in contributing to West Metro's mission. The Camp Ember program was identified by SDA to be one of the compelling reasons West Metro was selected as the 2021 Special District of the Year, noting the program's success in modeling a career path in the fire service for young women in the community.

VII. REPORT OF THE TRAINING CHIEF – D. Hutchinson

The 27 recruits attending the recruit academy are in week-11. The graduation ceremony for this academy is scheduled for December 10, 2021 at 4:30 p.m. at the Dakota Ridge High School.

The Training Division offered a Fire Officer II class recently. This course is a prerequisite for the Captain Exam.

Upcoming staffing changes at the Training Division will occur at the start of 2022. Lieutenant Dan Fahrney will be returning to a line duty position and will be replaced by Lieutenant Chad Stodden.

Upcoming trainings include company drills with complex rapid intervention team (RIT) scenarios, as well as auto extrication training.

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

None.

IX. REPORT OF BOARD LIAISON – M. Williams

Mr. Williams reported on the September 28, 2021 board meeting. The next board meeting is scheduled for October 26, 2021.

X. REPORT OF THE UNION – R. Norwood

Earlier this month, Fallen Firefighter Dan Moran was honored at the National Fallen Firefighter Memorial in Emmitsburg Maryland. Two West Metro Honor Guard members attended the ceremony and accompanied the family of Firefighter Moran.

Negotiations with the board are complete and the new contract is currently under review by the membership. A vote on the contract will occur in November. This contract is a 1-year agreement. Highlights include a 3% raise, hazard pay for the Covid response, and inclusion of full tuition reimbursement for higher education.

The Colorado Professional Fire Fighters (CPFF) will be holding an election for state president. The current CPFF president, Phil Cordova, has taken a role with the International Association of Fire Fighters (IAFF) as a direct report to the IAFF president. West Metro Captain Kevin Reichenbach has been filling in temporarily during his absence and until the election for a new CPFF president is complete.

XI. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

The spring 2022 academy will aim for 15 recruits from the current hiring list. A new hiring process will occur in 2022 in time for the fall academy to draw from the newly established hiring list. The Committee plans to hold the 2022 hiring process in-person. Captain Norwood will inform the CSC members of any meetings for this process.

XII. FINANCIAL REPORT – D. Hutchinson

A. Budget Review

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

XIII. OLD BUSINESS

A. 2021 Engineer Promotional Exam

1. Ratify Final Scores

MOTION: It was moved by Leo Johnson and seconded by Jim Roos to ratify the final scores of the 2021 Engineer Promotional Exam, and to post the ratified scores, with the addition of the eligibility register expiration date of October 9, 2023 on the posting, on October 14, 2021. The motion was voted upon and carried.

2. Establish Eligibility Register

MOTION: It was moved by Leo Johnson and seconded by Peggy Valdez to establish the eligibility register for the rank of engineer from the 2021 Engineer Exam, effective October 10, 2021 with an expiration date of October 9, 2023. The motion was voted upon and carried.

B. 2022 Captain Promotional Exam

1. Notice

MOTION: It was moved by Peggy Valdez and seconded by Dick Igel to post the notice of the 2022 Captain Promotional Exam on October 14, 2021 as amended (adding the CMCB Fire Officer II requirement to the list of requirements). The motion was voted upon and carried.

2. New Electronic Application

A new exam application has been prepared for the promotional exam process to allow for signatures to be more easily obtained by the applicants who choose electronic application submission.

C. 2022 3rd Grade Developing Firefighter Written Exam (2021-01)

1. Reading List

MOTION: It was moved by Jim Roos and seconded by Leo Johnson to post the reading list of the 2022 3rd Grade Developing Firefighter Written Exam (2021-01) on October 14, 2021. The motion was voted upon and carried.

2. Notice

MOTION: It was moved by Peggy Valdez and seconded by Jim Roos to approve posting the notice of the 2022 3rd Grade Developing Firefighter Written Exam (2021-01) on November 5, 2021. The motion was voted upon and carried.

XIV. NEW BUSINESS

- A. Certify the Top Three Names from the Eligibility Register for the Rank of Assistant Chief and the Top Three Names from the Eligibility Register for the Rank of Lieutenant

MOTION: It was moved by Leo Johnson and seconded by Dick Igel to certify the top three names from the eligibility register for the rank of assistant chief (J. Grothe, T. Hopwood, K. Reichenbach) and to certify the top three names for the rank of lieutenant (D. Huffman, E. Arthur, Scott Martin). The motion was voted upon and carried.

XV. OTHER MATTERS

- A. Next Meeting – Reminder: Due to the Veterans Day holiday, the next CSC meeting will be held one week early on November 4, 2021.

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 7:09 p.m.

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