

RECORD OF PROCEEDINGS

West Metro Fire Protection District
Civil Service Committee Meeting
March 11, 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	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 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 Jim Roos to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of March 11, 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 February 11, 2021 as presented. The motion was voted upon and carried.

VI. RECOGNITION OF PAST CIVIL SERVICE COMMITTEE MEMBERS JOAN ROSENBERGER AND TOM COONLEY – D. Lombardi

Chief Lombardi presented a years of service plaque to Joan Rosenberger for her 15 years of service to the Civil Service Committee from 2005 to 2020, and presented a years of service plaque to Tom Coonley for his 4 years of service to the Civil Service Committee from 2016 - 2020.

VII. REPORT OF THE FIRE CHIEF – D. Lombardi

Approximately 71% of the West Metro staff has received the full dosage of the COVID-19 vaccination. Chief Lombardi will be looking at relaxing the mask requirement in stations for employees who are fully vaccinated. Mask wearing in the stations will continue to be a requirement for employees who have not received the vaccine, and all employees will still be required to wear masks in public places. With the passing of the latest COVID relief bill, there is money set aside for fire service and EMS reimbursement the West Metro will be pursuing.

Chief Lombardi reported that he had the honor of attending the swearing in ceremony of West Metro's own Lieutenant Mike Frainier as the 9th District Vice President for the International Association of Firefighters. In this new role, Lieutenant Frainier will be one of the top labor leaders in the fire service, and he will have an opportunity to affect great change on a national level.

Upcoming organizational changes will be presented at the next CSC meeting.

VIII. REPORT OF THE TRAINING CHIEF – D. Pfannenstiel

The firefighter academy is at the halfway point, with 27 participants currently on track to graduate on May 7, 2021. The graduation is scheduled to be at Dakota Ridge High School in the late afternoon, with a backup location of the Station 10 bay, if needed. Currently planning future academies into 2022 to prepare for attrition due to anticipated retirements.

The first quarter multicompany drills are wrapping up, including the hands-on RT-130 wildland red card certification training. Upcoming training events include driver operator pumper training and an 11-day technical rescue class.

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

None.

X. REPORT OF BOARD LIAISON – M. Williams

Mr. Williams reported on the February 16, 2021 board meeting. The next board meeting is scheduled for March 16, 2021.

XI. REPORT OF THE UNION – R. Norwood

Captain Norwood added to Chief Lombardi’s comments about Lieutenant Mike Frainier’s new role as the 9th District Vice President of the IAFF by reporting that Lieutenant Frainier was almost unanimously elected by electors and will be representing the states of Colorado, Wyoming, Nevada, Oregon, and Utah. The 55th IAFF convention reconvened virtually in early March certify the IAFF elections across the country.

The Local 1309 donated \$5,000 to the Jeffco Action Center which assists community members in need with homelessness, food pantry assistance, joblessness, clothing needs, and medical care. Additionally, as a show of thanks to West Metro firefighters from the Fox Hollow neighborhood HOA after the recent Bear Creek fire that occurred in their immediate area, the Fox Hollow HOA presented a donation to the Jeffco Action Center alongside the Local 1309 donation. Captain Norwood expressed his appreciation to the Fox Hollow HOA and the membership for giving back to the community and supporting this important community resource.

XII. REPORT OF THE RCS SUBCOMMITTEE – R. Norwood

Early preparations are being made for a fall academy. The firefighter job analysis is still in progress, a full report will be available once complete.

XIII. FINANCIAL REPORT – D. Pfannenstiel

A. Budget Review

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

XIV. OLD BUSINESS

A. 2021 Assistant Chief Exam

The Assistant Chief Exam kick off meeting occurred this morning. Eleven candidates attended today’s orientation meeting. The assessment center scheduled for March 22, 23, and 24.

B. 2021 Engineer Exam

1. Reading List

Chief Pfannenstiel reviewed the details of the reading list with the Committee members.

MOTION: It was moved by Leo Johnson and seconded by Jim Roos to approve and post the reading list for the 2021 Engineer Exam on March 11, 2021. The motion was voted upon and carried.

2. Contract

Mr. Sherman will be sending a draft of the contract to Chief Pfannenstiel for his input. Once complete, it will be sent back to CPS-HR for review.

3. Application Submission

Chief Pfannenstiel discussed the current method the CSC Rules and Regulations outlines for promotional exam applications to be submitted. During the Assistant Chief Exam application process, COVID restrictions limited in-person interaction, resulting in a temporary change to electronic application submission. Chief Pfannenstiel suggested the Committee consider a permanent change to the Rules and Regulations to allow email submission of applications in addition to in-person application delivery. The Committee was supportive of this potential change and reviewed Section 6 of the CSC Rules and Regulations for an initial reading. A final reading of the changes to the CSC Rules and Regulations is scheduled for the April 8, 2021 CSC meeting.

C. 3rd Grade Developing Firefighter Written Exam (21-01)

Additional review of this exam is scheduled for the fall 2021.

XV. NEW BUSINESS

A. Certify the Top Three Names from the Eligibility Register for the Rank of Captain, 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 captain (S. Duncan, T. Sugaski, D. Harms), and to certify the top three names from the eligibility register for the rank of lieutenant (M. Mulcahy, D. Shannon, M. Sulentic). The motion was voted upon and carried.

XVI. OTHER MATTERS

Mr. Sherman requested and received consensus to continue with remote CSC meetings through the month of June 2021.

XVII. EXECUTIVE SESSION

None.

XVIII. ADJOURNMENT

MOTION: There being no further business to be presented it was moved by Leo Johnson and seconded by Susan Emsbo 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 7:00 p.m.

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