

## RECORD OF PROCEEDINGS

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West Metro Fire Protection District  
Civil Service Committee Meeting  
October 11, 2022

### I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Peggy Valdez at 6:01 p.m. This meeting was held in accordance with the applicable statutes of the state of Colorado, at West Metro Fire Protection District's Administrative Office Building, at 433 South Allison Parkway, Lakewood, Colorado, and available remotely via Zoom.

### II. ROLL CALL

President Peggy Valdez	Present
Vice President Susan Emsbo	Present
Member Kim Brewer	Present
Member Chris Cosentini	Present
Member Chris Holm	Present
Member Leo Johnson	Present
Member Jim Roos	Present
Member Danny Turney	Present
Board Liaison Don Sherman	Present

Also present were Fire Chief Don Lombardi; Division Chief Doug Hutchinson; Lieutenant Jon Beattie, representing IAFF Local 1309; Ms. Cathy Tallerico, Esq.; 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 Kim Brewer to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee of October 11, 2022, as presented. The motion was voted upon and carried.**

### V. REVIEW OF MINUTES

**MOTION: It was moved by Jim Roos and seconded by Chris Holm to approve the minutes of the regular meeting of the Civil Service Committee dated September 8, 2022 as presented. The motion was voted upon and carried.**

**VI. CIVIL SERVICE COMMITTEE ORIENTATION – Fire Chief Don Lombardi, Board Liaison Don Sherman, Attorney Cathy Tallerico**

The Committee was provided with a full orientation to the West Metro Civil Service Committee (CSC), to familiarize the new CSC members, but also to refresh the incumbent members with information pertaining to the District, the purpose of the CSC, rules and regulations, legal guidelines, roles and responsibilities, and other procedural matters.

**VII. REPORT OF THE FIRE CHIEF – Fire Chief Don Lombardi**

The final draft of the 2023 budget will be made available to the board by October 15, 2022. Chief Lombardi will present the 2023 budget at the October 18, 2022 board meeting, followed by a public hearing on the budget in November before approval of the finalized budget at the December 6, 2022 board meeting. Some of the pressures budget makers are experiencing as they assemble their budgets for 2023 include increased costs of goods and services. Chief Lombardi will be presenting a financial risk analysis to the board in the month of November to provide a short and long-term evaluation of West Metro's financials and reserves and to provide the board with an active role in determining the reserves held by the District.

Negotiations between the union executive board and the District's board occurred last week on the working agreement. The contract is near completion and is scheduled to be voted upon by the board at the October 18, 2022 board meeting.

**VIII. REPORT OF THE TRAINING CHIEF – Division Chief Hutchinson**

Recruit academy continues with 30 recruits. Active shooter training is underway with a number of Lakewood police agents participating in the scenarios currently underway at the Training Center. The 27<sup>th</sup> Annual Family Fire Muster that occurred last month at the Training Center was a great success. Nine students completed a Driver Operator Aerial class, including a written exam. Those students are now working through task books as part of the coursework. Fire Investigator Matt Araki and Wildland Captain Brendan Finnegan organized a Fire Investigation Course through the National Wildfire Coordination Group. The event was well attended by professionals in the fire service from the region. The Mile High Firefighter Conference came together to teach a variety of classes at various training centers throughout the state. West Metro's Training Center hosted two classes and a number of employees participated in trainings at other training facilities. Employee photos are in progress with the goal of photographing the entire staff, including board and civil service committee members for an upcoming yearbook.

**IX. REPORT OF LEGAL COUNSEL – Cathy Tallerico, Esq.**

None.

**X. REPORT OF BOARD LIAISON – Secretary Don Sherman**

Mr. Sherman reported on the September 20, 2022 board meeting. The next board meeting is scheduled for October 18, 2022.

**XI. REPORT OF THE UNION – Lieutenant Jon Beattie**

The International Association of Fire Fighters (IAFF) honored Fallen Firefighter Paramedic Dan Moran, on the memorial wall at the IAFF Fallen Firefighter Memorial in Colorado Springs. Firefighter Paramedic Moran was one of 469 firefighters memorialized on the wall. The event was well attended and very meaningful for the Moran family.

West Metro’s contribution to the Denver Fire’s Chili Cookoff was well received. The event was a great success and a notable fundraising activity for the Muscular Dystrophy Association.

Lieutenant Beattie noted that the union negotiations that occurred between the West Metro board representatives and the Local 1309 union representatives were collaborative in nature, demonstrating West Metro’s culture of mutual respect between the two groups.

**XII. REPORT OF THE RCS SUBCOMMITTEE – Lieutenant Jon Beattie**

None.

**XIII. FINANCIAL REPORT – Division Chief Doug Hutchinson**

A. Budget Review

Chief Hutchinson reviewed the 2022 year-to-date budget.

**XIV. OLD BUSINESS**

A. 2022 Lieutenant Promotional Exam

1. Ratify Scores and Establish Eligibility Register

**MOTION: It was moved by Leo Johnson and seconded by Danny Turney to ratify the final scores of the 2022 Lieutenant Promotional Exam and to post the results of the exam on October 11, 2022, and to establish the lieutenant eligibility register on October 11, 2022 with an expiration date of October 8, 2024. The motion was voted upon and carried.**

2. Certify the Top Four Names from the Eligibility Register for the Rank of Lieutenant

**MOTION: It was moved by Kim Brewer and seconded by Susan Emsbo to certify the top four names from the eligibility register for the rank of lieutenant (N. Zeman, C. Stookey, J. Zimmermann, C. Loupee). The motion was voted upon and carried.**

- B. 2022 3<sup>rd</sup> Grade Firefighter Promotional Exam (21-02)
  1. Ratify Scores of the Written Exam

**MOTION: It was moved by Danny Turney and seconded by Leo Johnson to ratify the final scores of the 2022 3<sup>rd</sup> Grade Firefighter Promotional Exam (21-02) and to post the results of the exam on October 11, 2022. The motion was voted upon and carried.**

## **XV. NEW BUSINESS**

- A. 2023 Assistant Chief Promotional Exam
  1. Approve Reading List

**MOTION: It was moved by Jim Roos and seconded by Kim Brewer to approve the reading list for the 2023 Assistant Chief Promotional Exam for posting on October 12, 2022. The motion was voted upon and carried.**

## **XVI. OTHER MATTERS**

President Valdez congratulated Chief Lombardi on being awarded the State of Colorado 2022 Fire Chief of the Year from the Division of Fire Prevention and Control.

## **XVII. EXECUTIVE SESSION**

None.

## **XVIII. ADJOURNMENT**

**MOTION: There being no further business to be presented it was moved by Danny Turney 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 7:39 p.m.

Recording Secretary: /s/s/ Jennifer Wheaton  
/s/ Peggy Valdez