

West Metro Fire Protection District Civil Service Committee Meeting Minutes

March 10, 2026

I. CALL TO ORDER

The regular meeting of the West Metro Fire Protection District Civil Service Committee was called to order by President Kim Brewer at 6:00 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 was available remotely via Teams.

II. ROLL CALL

President Kim Brewer – Present
Vice President Susan Emsbo – Present, Remotely via Teams
Member Jerry Cassel – Present
Member Vince Harris – Present
Member Ann Paul – Present
Member Jim Roos – Present
Member Danny Turney – Present, Remotely via Teams
Member Peggy Valdez - Present
Board Liaison Don Sherman – Present

Also present were Division Chief Doug Hutchinson; Assistant Chief Ben Tennesson, Lieutenant Jon Beattie representing IAFF Local 1309; and Ms. Kara Urland as recording secretary.

III. PUBLIC COMMENT

None.

IV. ADOPTION OF AGENDA

MOTION: It was moved by Vince Harris 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 10, 2026, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Ann Paul and seconded by Peggy Valdez to approve the minutes of the regular meeting of the Civil Service Committee

dated February 10, 2025, as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – Division Chief Doug Hutchinson reported on behalf of Fire Chief Jeremy Metz

Chief Metz is attending the CPSE Excellence Conference in Florida, an event focused on advancing agency accreditation, promoting professional credentialing, and encouraging continuous improvement.

The celebration of life for Engineer Kyle Bartlett was held last month. The service was very well attended, and the support from both the District and the community was greatly appreciated.

The Community Advisory Group (CAG) met last week, with two additional meetings remaining. Vince Harris, serving on the Committee, provided a brief overview of the discussions and progress to date. The CAG continues to represent diverse geographic areas and community perspectives within the District, and community polling results will be compiled and presented to the Board.

VII. REPORT OF THE TRAINING CHIEF – Division Chief Doug Hutchinson

Chief Hutchinson introduced Ben Tennesen as the new Training Division Chief, noting his extensive experience with the team and prior service in the Training Division, as well as his leadership as a District Chief at District 1 on A Shift. He shared that Ben's return to the Training Division is an excellent fit and that he will be attending the captains' exam and assessment center this week, providing personnel an opportunity to get to know him further. Chief Hutchinson also expressed gratitude for the support received over the past five years and highlighted the team's collective accomplishments.

An update was provided on the burn building project, with demolition of the old structure expected to begin within one to two weeks, followed by site preparation completion. Completion of the new structure is anticipated by June. Crews are completing annual RT-130 wildland refresher training to maintain certification, and training is also underway on new LifePak monitors, which are expected to be deployed in April as current units reach the end of their service life. The District has also been conducting joint training exercises with Denver Fire at the Sears facility on West Colfax to enhance technical skills and interagency coordination. Additionally, work continues on the Conex training structures at Bandimere, currently in the demolition phase, with training pending approval of required demolition permits.

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

None.

IX. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the February 17, 2026, board meeting. The next board meeting is scheduled for March 17, 2026.

X. REPORT OF THE UNION – Lieutenant Jon Beattie

Lieutenant Beattie recognized Division Chief Hutchinson's retirement, honoring his 30 years of dedicated service to the District and highlighting his professionalism, humility, and lasting impact on the organization. He expressed appreciation for his mentorship and leadership throughout his career. Chief Hutchinson's ringing out ceremony is scheduled for April 15 at 9:15 a.m. at Station 3, with members encouraged to attend.

The celebration of life for Kyle Bartlett, was well attended and reflected his meaningful impact on both the Department and the broader community. Many former members traveled long distances to pay their respects, highlighting the lasting relationships he built throughout his career. Ongoing support for his family was also acknowledged, with liaisons and organizational resources assisting them during this time. Appreciation was expressed to the administration and Human Resources team for their guidance and support, particularly in helping manage financial and insurance matters to ease the burden on the family.

Ongoing mental health and resiliency efforts within the organization were noted and show continued progress over the past decade in reducing stigma and expanding available resources. Support systems, including peer support, therapy programs, and other resiliency initiatives, were highlighted as important tools for members. Lieutenant Beattie emphasized the importance of open dialogue and encouraged individuals to seek support, noting that conversations around mental health are becoming more common and accepted across the organization.

Lieutenant Beattie provided updates on union activities, including participation in the Community Advisory Group and preparations for a potential ballot measure. The union has approved financial support for outreach efforts to help ensure the community is well-informed if the measure moves forward. Additional updates included ongoing political advocacy, with union representatives currently in Washington, D.C., meeting with elected officials. Executive board members will also attend an upcoming combined conference focused on leadership, human resources, health, and safety.

XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

Lieutenant Beattie provided an update on the hiring process, noting that oral boards are currently underway and will continue over a two-week period. The candidate pool was expanded to 97 applicants to ensure a strong and well-rounded selection, with early feedback indicating a high-quality group. The hiring process will support staffing for the August 26–02 recruit academy.

XII. FINANCIAL REPORT – Division Chief Doug Hutchinson

A. Budget Review

Chief Hutchinson reviewed the 2026 year-to-date budget.

XIII. OLD BUSINESS

A. 2025 Engineer Promotional Exam

Preparation for the 2025 Engineer Promotional Exam is underway, with ongoing planning and coordination to support candidate success throughout the process. Practice sessions are being organized using materials designed to reflect the format and difficulty of the exam. The examination remains scheduled for May 19–21.

B. 2026 Captain Promotional Exam

Preparations for the exam are ongoing, and the written exam is scheduled for March 12, 2026.

C. 3rd Grade Firefighter Recruit Class 25-01 Written Exam

The written exam for Class 25-01 will be held on March 18, 2026, at 10:00 a.m., with 20 firefighters participating.

XIV. NEW BUSINESS

None.

XV. OTHER MATTERS

None.

XVI. EXECUTIVE SESSION

None.

XVII. ADJOURNMENT

MOTION: There being no further business to be presented, it was moved by Vince Harris and seconded by Jerry Cassel 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 6:55 p.m.

Recording Secretary: /s/ Kara Urland
/s/ Kim Brewer