

West Metro Fire Protection District Civil Service Committee Meeting Minutes

May 12, 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
Member Jerry Cassel – Present
Member Vince Harris – Present
Member Jim Roos – Absent
Member Danny Turney – Present
Member Peggy Valdez - Present
Board Liaison Don Sherman – Present

Also present were Assistant Chief Ben Tennesen; 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 Susan Emsbo to accept the agenda for the regular meeting of the West Metro Fire Protection District Civil Service Committee on May 12, 2026, as presented. The motion was voted upon and carried.

V. REVIEW OF MINUTES

MOTION: It was moved by Susan Emsbo and seconded by Danny Turney to approve the minutes of the regular meeting of the Civil Service Committee dated April 14, 2025, as presented. The motion was voted upon and carried.

VI. REPORT OF THE FIRE CHIEF – Assistant Chief Ben Tennesen reported on behalf of Fire Chief Jeremy Metz

Chief Tennesen provided an update on behalf of Fire Chief Jeremy Metz regarding the District's ongoing financial stabilization efforts. Chief Metz recently distributed a detailed communication outlining the District's current financial situation, potential challenges, and various strategies being explored to improve the District's long-term financial stability. As part of this process, leadership has begun meeting with local city councils and presenting potential solutions to the Board of Directors for consideration. While no decisions are expected for several months, multiple committees and workgroups are actively evaluating options and developing recommendations.

Chief Tennesen provided a brief overview of the Committee's roles and responsibilities related to the promotional exam process.

VII. REPORT OF THE TRAINING CHIEF – Assistant Chief Ben Tennesen

Chief Tennesen reported that construction of the new burn building continues to progress. Site preparation is complete, and the foundation was poured this week. While delivery of the training structure experienced a slight delay due to transportation logistics, the delay allowed staff to complete additional site improvements and avoid weather-related complications. Construction is expected to begin in early July.

Preparations are also underway for the upcoming engineer promotional assessment process. Candidates have been provided multiple training opportunities and access to materials to ensure a fair and consistent testing environment. The final practice opportunity at the Training Center will take place this week.

Additionally, planning is underway for a future Citizen Fire Academy, which will provide community members with an opportunity to learn more about fire service operations through a multi-session program.

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

None.

IX. REPORT OF BOARD LIAISON – Secretary Don Sherman

Mr. Don Sherman reported on the April 21, 2026, board meeting. The next board meeting is scheduled for May 19, 2026.

X. REPORT OF THE UNION – Lieutenant Jon Beattie

The Colorado Fallen Firefighter Foundation Remembrance Ceremony will be held on May 16, 2026.

XI. REPORT OF THE RCS COMMITTEE – Lieutenant Jon Beattie

Lieutenant Beattie reported that Fall Academy 26-02 is currently in the background investigation phase, with 28 candidates progressing through the hiring process. Recruitment efforts are also underway for Recruit Academy 27-02, with applications scheduled to open soon. Several Physical Agility Test (PAT) sessions have been scheduled and are available for prospective candidates to sign up for. Completion of the PAT is a required step in the hiring process, and candidates are encouraged to register for an available testing date.

XII. FINANCIAL REPORT – Assistant Chief Ben Tennesen

A. Budget Review

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

XIII. OLD BUSINESS

A. 2025 Engineer Promotional Exam

The practical pumping portion is scheduled for May 19-21.

B. 2026 Lieutenant Promotional Exam

Applications are currently being accepted through August 5, 2026. The written examination is scheduled for September 10, 2026. Candidates who successfully advance in the process will participate in the assessment center portion of the examination, which is scheduled to take place during the week of September 28, 2026.

C. Selection Process for New Civil Service Committee Members

The District is advertising the Committee vacancies in local newspapers, on social media platforms, and on the District's website. Interviews for the vacancies are scheduled to be conducted at the July 14 meeting.

XIV. NEW BUSINESS

A. Firefighter 3rd Grade Recruit Class 25-02 Written Exam

1. Notice and Reading List

MOTION: It was moved by Danny Turney and seconded by Vince Harris to approve the notice and reading list for the Firefighter 3rd Grade Recruit Class 25-02 Written Exam as presented. The motion was voted upon and carried.

XV. OTHER MATTERS

None.

XVI. EXECUTIVE SESSION

None.

XVII. 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 6:23 p.m.

Recording Secretary: /s/ Kara Urland

/s/ Kim Brewer