

**MINUTES
CIVIL SERVICE COMMITTEE
NORTH METRO FIRE RESCUE DISTRICT
HEADQUARTERS
101 SPADER WAY, BROOMFIELD, CO 80020**

June 15, 2020

COMMITTEE MEMBERS PRESENT:

Russ Williams, Committee President
Bruce Ginther, Committee Member
Rich Marosey, Committee Member
Jenni Murphy, Secretary

STAFF PRESENT:

David Ramos, Fire Chief
Dave Anderson, Deputy Chief of Support Services
Heather Brown, Executive Administrative Assistant
Eileen Gomez, Human Resources Manager
Debbie VanWansele, Training Center Coordinator

LEGAL COUNSEL:

None

Call to Order:

The meeting of the North Metro Fire Rescue District Civil Service Committee ("Committee") was called to order by Committee President Russ Williams at 3:09 p.m. on June 15, 2020.

Additions/Deletions to Agenda:

None

Old Business:

None

New Business:

Proposed revisions to the Civil Service Rules and Regulations:

Chief Ramos began by stating that the intent of this meeting is to review the proposed changes to the Rules. The District's request will be twofold. First, the Committee members will be asked to

review and accept the proposed changes to the Rules, and second, give Chief Staff approval to present it to the District Board. The Chief further stated that typically the District Board is given any recommended changes to the Rules 30 days in advance of adopting those changes; however, due to the District's current hiring timeline, Chief Staff will be asking the District Board to waive the 30-day requirement.

Chief Ramos continued by explaining that the proposed revisions to the Rules predominately relate to the hiring of new personnel. Staff has been challenged by the "Rule of Three" restrictions within the new hire process, and would like to have that process replaced by a process that allows more flexibility. Staff is not asking for a change to the "Rule of Three" concept in the promotional process.

Additionally, the revised Rules will now state that probation only applies to new hires. Individuals who have been newly promoted will no longer be placed on probation, as was previously stated in the Rules. The intent of this change is to more closely align the Rules with language adopted by the District Board.

Committee members remain responsible for certifying the New Hire Eligibility Lists, as well as the Engineer and Lieutenant promotional lists. Committee members also have the duty of ensuring the process is fair. Once the New Hire Eligibility list and the promotional lists are certified, the District will interview candidates based on that ranked order. Chief Ramos reiterated that the Rule of Three process will remain the same in the promotional process, it will just be eliminated in the new hire interview process. The language in the Rules has been revised to reflect these changes.

District line personnel will be advised of this request at the upcoming Article 19 meeting. Additionally, the Union members will be invited to attend the next Committee meeting to address any concerns they may have.

Chief Anderson addressed the Committee to review the upcoming timelines. By July 2nd the final assessment scores for the new hires will be completed. Senior Staff will be asking the Committee to certify the two new hire lists; one for Paramedics and the other for EMT Basics. Once the lists are certified, the Chief's interviews will be conducted.

Chief Anderson reminded the Committee that the Lieutenant's promotional process will be completed in July; therefore, Chief Staff will be requesting a meeting in early August to approve and certify the Lieutenant Promotional Eligibility List.

Action Items:

1. CONSIDER AND APPROVE THE MAY 4, 2020 CIVIL SERVICE COMMITTEE MEETING MINUTES.

A MOTION WAS MADE BY RICH MAROSEY AND SECONDED BY BRUCE GINTHER TO APPROVE THE MAY 4, 2020, CIVIL SERVICE COMMITTEE MINUTES. THE MOTION PASSED UNANIMOUSLY.

2. CONSIDER RECOMMENDATION TO THE DISTRICT BOARD OF DIRECTORS OF THE PROPOSED REVISIONS TO THE CIVIL SERVICE RULES AND REGULATIONS.

A MOTION WAS MADE BY RUSS WILLIAMS AND SECONDED BY RICH MAROSEY TO RECOMMEND TO THE DISTRICT BOARD OF DIRECTORS THE PROPOSED REVISIONS TO THE CIVIL SERVICE RULES AND REGULATIONS. THE MOTION PASSED UNANIMOUSLY.

Public Comments:

None.

Executive Session:

None.

Adjournment:

A MOTION TO ADJOURN THE MEETING WAS MADE BY BRUCE GINTHER AND SECONDED BY RICH MAROSEY. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 3:49 P.M.

A handwritten signature in blue ink, reading "Russ Williams", is written over a horizontal line.

Russ Williams, Committee President