

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

May 4, 2020

**COMMITTEE MEMBERS PRESENT:**

Russ Williams, Committee President  
Bruce Ginther, Committee Member  
Rich Marosey, Committee Member

**STAFF PRESENT:**

David Ramos, Fire Chief  
Dave Anderson, Deputy Chief of Support Services  
Debbie VanWansele, Training Center Coordinator

**LEGAL COUNSEL:**

Dino Ross

**Call to Order:**

The meeting of the North Metro Fire Rescue District Civil Service Committee was called to order by Committee President Russ Williams at 9:02 a.m. on May 4, 2020.

**Additions/Deletions to Agenda:**

A proposed motion was added to approve the revised Lieutenant's promotional examination testing dates and authorize Chief Staff to amend the testing dates if necessary.

**Old Business:**

None

**New Business:**

2020 Lieutenant Examination Dates:

Chief Anderson reminded the Committee members that the Lieutenant promotional written examination was scheduled to occur on May 1<sup>st</sup>, however, in light of what has been transpiring with the Coronavirus pandemic, it had to be postponed.

Chief Staff believes they are now in a position to be able to complete the process with social distancing measures in place. Chief Anderson explained that Staff is requesting some flexibility with the exact dates while they check with the potential candidates' schedules. Chief Staff feels there needs to be consideration and flexibility for the candidates since the previously established dates have been changed. Chief Ramos stated that Staff would like to be certain there are no conflicts with the newly scheduled dates. Staff will provide 45 days written notice specifying the new testing dates.

Chief Anderson reminded the committee members that the current SOP requires candidates to hold all certifications prior to testing. However, some testing agencies had to shut down due to the pandemic, so candidates who were prepared to test for their certifications have not been able to. The State of Colorado is not beginning testing again until May 18<sup>th</sup>. Therefore, Chief Staff would like to inform the candidates that they will not need all required certifications in place prior to the written or practical tests, but, they must have all required certifications before the Civil Service Committee certifies the Lieutenant promotional eligibility list.

**Action Items:**

1. CONSIDER AND APPROVE THE JANUARY 16, 2020 CIVIL SERVICE COMMITTEE MEETING MINUTES.

A MOTION WAS MADE BY RICH MAROSEY AND SECONDED BY BRUCE GINTHER TO APPROVE THE JANUARY 16, 2020, CIVIL SERVICE COMMITTEE MINUTES. THE MOTION PASSED UNANIMOUSLY.

2. CONSIDER AND APPROVE THE REVISED LIEUTENANT'S PROMOTIONAL EXAMINATION TESTING DATES AND AUTHORIZE CHIEF STAFF TO AMEND TESTING DATES AS NECESSARY.

A MOTION WAS MADE BY BRUCE GINTHER AND SECONDED BY RICH MAROSEY TO APPROVE THE 2020 REVISED LIEUTENANT'S PROMOTIONAL EXAMINATION TESTING DATES AND AUTHORIZE CHIEF STAFF TO AMEND TESTING DATES AS NECESSARY. THE MOTION PASSED UNANIMOUSLY.

**Public Comments:**

None.

**Executive Session:**

None.

**Adjournment:**

A MOTION TO ADJOURN THE MEETING WAS MADE BY RICH MAROSEY AND SECONDED BY BRUCE GINTHER. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 9:15 A.M.

A handwritten signature in blue ink that reads "Russ Williams". The signature is written in a cursive style and is positioned above a horizontal line.

Russ Williams, Committee President