

**MINUTES
CIVIL SERVICE COMMITTEE
NORTH METRO FIRE RESCUE DISTRICT
CONDUCTED ELECTRONICALLY**

The meeting occurred electronically. Information regarding public participation in the meeting was posted on the District's website at least 24-hours in advance.

June 2, 2022

COMMITTEE MEMBERS PRESENT:

Bruce Ginther, Committee President
Wilson Lindquist, Committee Member
Richard Marosey, Committee Member

STAFF PRESENT:

Dave Anderson, Deputy Chief of Support Services
Amy Collins, Human Resources Manager
Debbie Vanwanseele, 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 Bruce Ginther at 8:32 a.m. on June 2, 2022.

Additions/Deletions to Agenda:

None.

Old Business:

None.

New Business:

Chief Anderson provided the Committee with an overview of the 2022 Captain Promotional Practical Process.

Chief Anderson reviewed the testing timeline with the Committee. The Captain Promotional written assignment will be conducted on June 15. Following completion of the written test, the practical portion will take place on June 22. The practical will consist of three separate emergency

tactical scenarios, a written presentation, and a structured interview. The weight of each section will be as follows: emergency tactical scenarios 30%, written presentation 20%, and structured interview 50%. Chief Anderson explained that the candidates have the option to appeal any of the sections if they do not believe they are being assessed properly.

Chief Anderson requested the Committee meet at the end of June to certify the Captain Promotional Eligibility list. With upcoming retirements, it is anticipated that there will be two Captain positions available July 1, which will in turn create two corresponding Lieutenant positions.

Mr. Ginther stated his concern of only four candidates testing for the position of Captain, and two being promoted. He wondered if having only two candidates on the promotional eligibility list would void it. He asked if the Committee should have discussions about waiving the “rule of three” interviews due to the fact there will only be four candidates. Chief Anderson discussed that Chief Staff would bring all four candidates in for an interview. However, after the two initial personnel are promoted, he does not foresee additional promotion opportunities prior to the list expiring. If necessary, the District will come back to the Committee to extend the eligibility list if a position becomes available.

Chief Anderson reviewed the Captain’s Orientation packet and explained that on June 8, the candidates will receive this information. At that time, they have the opportunity to ask questions and receive any clarification they need. The Captain Orientation packet is very general. The candidates will receive detailed instruction on the day of the practical assessment.

Mr. Lindquist noticed that the practical assessment schedule times were incorrect for Osborn. Chief Anderson stated it was an oversight, and it would be corrected to reflect the same amount of time as the other candidates are given.

Attorney Ross requested having additional discussions about waiving the “rule of threes” or extending the eligibility list at a later meeting.

Action Items:

1. CONSIDER AND APPROVE THE APRIL 29, 2022, CIVIL SERVICE COMMITTEE MEETING MINUTES.

A MOTION WAS MADE BY MR. LINDQUIST AND SECONDED BY MR. GINTHER TO APPROVE THE APRIL 29, 2022, CIVIL SERVICE COMMITTEE MINUTES. THE MOTION PASSED UNANIMOUSLY.

2. CONSIDER APPROVAL OF THE 2022 CAPTAIN PROMOTIONAL PROCESS PRACTICAL ASSESSMENT.

A MOTION WAS MADE BY MR. LINDQUIST AND SECONDED BY MR. MAROSEY TO APPROVE THE 2022 CAPTAIN PROMOTIONAL PROCESS PRACTICAL ASSESSMENT. THE MOTION PASSED UNANIMOUSLY.

Public Comments:

None.

Executive Session:

None.

Adjournment:

A MOTION TO ADJOURN THE MEETING WAS MADE BY MR. LINDQUIST AND SECONDED BY MR. MAROSEY. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 8:44 A.M.



Bruce Ginther, Committee President