

**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.

March 10, 2023

COMMITTEE MEMBERS PRESENT:

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

STAFF PRESENT:

Dave Anderson, Deputy Chief of Support Services
Mark Daugherty, EMS Chief
Amy Collins, Human Resources Manager
Kyra Valdez, Human Resources Assistant
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 8:06 a.m. on March 10, 2023.

Additions/Deletions to Agenda:

None.

Old Business:

None.

New Business:

Posting of the Engineer Promotional Process

Chief Anderson reviewed the Engineer promotional process with the Committee Members. He stated that the written examination and practical examination are weighted at 50% each and candidates must pass with a 70% to be considered for placement on the eligibility list. The District

uses an outside independent agency to create the written examination. That agency is also paired with an internal subject matter expert who reviews the test for accuracy.

Engineer candidates may challenge written questions immediately following the exam. If there are challenged questions, Chief Anderson and Chief Morris will conduct a review and make a determination of the challenged question. If the candidate is satisfied with the outcome, the process continues. If the candidate is not satisfied with the decision, they have the right to appeal through the Civil Service Committee. Additionally, if a question is found to be invalid, the score change is made for all candidates, not just the candidate who initiated the appeal. Chief Anderson stated that the practical exam consists of aerial operations and engine operations and are also weighted at 50% each. The same challenge appeal process applies to the practical.

Chief Anderson informed the Committee that a meeting will need to take place in early June to certify the Engineer's Promotional Eligibility List.

There were no questions from the Committee Members.

Certify the Paramedic Student Eligibility List

Chief Anderson stated the paramedic student process consisted of a written examination and an interview. Two people completed the process; both passed and made the eligibility list. Chief Anderson went on to explain that if there were additional candidates the rule of three process would have taken place.

Chief Anderson reminded the Committee Members that this gives the paramedic student candidates the opportunity to go to school; however, they must successfully complete school and the field process before a promotion will occur.

The paramedic process takes approximately 8-9 months. The schooling at Denver Health begins in June and finishes in early January. The field instruction continues for approximately one month after school is completed.

There were no questions from the Committee Members.

Action Items:

1. CONSIDER AND APPROVE THE FEBRUARY 13, 2023, CIVIL SERVICE COMMITTEE MEETING MINUTES.

A MOTION WAS MADE BY MR. MAROSEY AND SECONDED BY MR. LINDQUIST TO APPROVE THE FEBRUARY 13, 2023, CIVIL SERVICE COMMITTEE MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY.

2. CONSIDER AND APPROVE THE POSTING OF THE ENGINEER PROMOTIONAL EXAMINATION.

A MOTION WAS MADE BY MR. LINDQUIST AND SECONDED BY MR. MAROSEY TO APPROVE AND POST THE ENGINEER PROMOTIONAL EXAMINATION. THE MOTION PASSED UNANIMOUSLY.

3. CONSIDER AND APPROVE CERTIFYING THE PARAMEDIC STUDENT ELIGIBILITY LIST.

A MOTION WAS MADE BY MR. MAROSEY AND SECONDED BY MR. LINDQUIST TO APPROVE AND CERTIFY THE PARAMEDIC STUDENT ELIGIBILITY LIST. THE MOTION PASSED UNANIMOUSLY.

Public Comments:

None.

Executive Session:

None.

Adjournment:

A MOTION TO ADJOURN THE MEETING WAS MADE BY MR. GINTHER AND SECONDED BY MR. LINDQUIST. THE MOTION PASSED UNANIMOUSLY. THE MEETING ADJOURNED AT 8:21 A.M.



Bruce Ginther, Committee President