

**CITY OF CHEYENNE**  
**FIRE DEPARTMENT CIVIL SERVICE COMMISSION PROCEEDINGS**

Office of City Clerk/Clerk of the Commission, Cheyenne, Wyoming

February 8, 2023

City of Cheyenne Fire Civil Service Commission met at 9:00 a.m. in Room 104, Municipal Building, with the following Commission members present: Mark Hardee, Scott Homar and Jeffie Wiggins-McMullen. Also attending were: Kylie Soden, Deputy City Clerk/Deputy Clerk of the Commission; Luisa McGill, Administrative Assistant, City Clerk's Office; Rob Jarosh, Attorney for Commission; Stefanie Boster, City Attorney; John Kopper, Chief, Cheyenne Fire Rescue; Vincent McQueeney, President, International Association of Firefighters, Local No. 279, and members of International Association of Firefighters, Local No. 279.

Chairman Mark Hardee called the meeting to order. Ms. Wiggins, seconded by Mr. Homar, moved to approve the February 1, 2023 minutes as written. Motion carried with all members voting "yes".

Mr. Hardee advised the next item of business was to review proposed changes to the Fire Commission's rules and regulations, noting the intent to move into executive session for discussion due to sensitive subject matter related to ongoing Union labor contract negotiations. Cheyenne Fire Rescue Chief John Kopper explained some proposed updates to the rules and regulations include personnel changes. Commission Attorney Rob Jarosh advised his suggestion is the Commission review changes generally in regular session as the rules and regulations revisions will need to go out for public review and comment. Members of the Commission, Chief Kopper and Vincent McQueeney agreed to proceed in regular session to review proposed changes. Mr. Jarosh provided information on final rule making and the process for making official updates which includes a 45-day comment period. It was noted that the City, Fire Department and Union are in agreement with proposed updates. Mr. Hardee requested additional time to thoroughly review the updates as presented. Mr. Jarosh, upon inquiry, explained the Commission can meet in executive session to receive legal advice. Chief Kopper provided a brief overview of the proposed updates. Commissioners expressed that they would like to schedule a meeting at a later date to allow for ample time to review updates and meet in executive session to receive legal advice. This will also allow for any changes that may coincide with the Union labor agreement which will be considered later in February. Chief Kopper expressed interest in being able to prepare Fire Department personnel for certain promotional exams for which the positions may not exist under the current rules and regulations. He would like to give 30 days-notice of the exams and provide testing materials to interested employees, and also comply with the current rules and regulations. Any individuals that participate in the testing wouldn't be promoted to a position that doesn't exist but would be able to prepare for the test. Mr. McQueeney advised that the Union is in agreement with Chief Kopper's proposal for the referenced testing scenario. Mr. Jarosh recommended the Commission not take a position on the testing scenario as explained by Chief Kopper and suggested the Fire Department communicate with the City Attorney's office for advice. Mr. Hardee advised that the Commission does not have the authority and does not give authority on how to proceed with the proposed testing scenario explained by Chief Kopper, and that he should

seek advise from the City Attorney. Mr. Homar moved to meet on or about the first week of March for the purpose of receiving legal advice related to proposed rules and regulations updates, seconded by Ms. Wiggins-McMullen. Motion carried with all members voting “yes”. Chief Kopper advised he will provide another set of proposed rules and regulations updates after a through review from the Fire Department and after the Union labor contract meeting.

There being no further business to come before the Commission, the meeting was adjourned at 9:50 a.m.

Submitted by,



Kylie Soden  
Deputy City Clerk/  
Deputy Clerk of the Commission

pc: Commission members  
Kris Jones, City Clerk  
Chief John Kopper, Cheyenne Fire Rescue  
Stefanie Boster, City Attorney  
Darrin Hass, Director of Human Resources  
Vincent McQueeney, President, I.A.F.F Local #279  
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