

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

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

July 20, 2023

City of Cheyenne Fire Civil Service Commission met at 2:30 p.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; John Brodie, Deputy City Attorney; Julia Lebeck, Human Resources; John Kopper, Chief, and Brice Jacobson, EMS Coordinator, Cheyenne Fire Rescue.

Chairman Mark Hardee called the meeting to order. The first item of business was approval of the May 23, 2023 minutes. Mr. Homar requested a clerical correction to the minutes to replace the word “accessors” with “assessors” in the third paragraph. Ms. Wiggins-McMullen, seconded by Mr. Homar, moved to approve the May 23, 2023 minutes with the correction. Motion carried with all members voting “yes”. [Clerk’s note: in the April 28, 2023 proposed rules & regulations, the word in question is “accessors”, so the May 23, 2023 minutes remain in their original format without the requested correction].

Mr. Hardee advised the next item of business was to review and finalize the most recent revision of the proposed changes to the Fire Commission’s rules and regulations provided by the Fire Department on April 28, 2023. Deputy City Clerk Kylie Soden advised the latest version of the proposed changes to the rules and regulations were published in the newspaper on May 27, 2023 and the 45 day comment period expired on July 11, 2023. She further noted no comments had been received. Mr. Homar moved to adopt the rules and regulations as written, seconded by Ms. Wiggins-McMullen. Motion carried with all members voting “yes”.

There being no further business to come before the Commission, the meeting was adjourned at 2:34 p.m.

Submitted by,



Kylie Soden  
Deputy City Clerk/  
Deputy Clerk of the Commission

pc: Commission members  
File