

City and County of Denver
Civil Service Commission

NOTICE OF ADOPTION

Commission Rules Concerning Lateral Hiring of Firefighters

Amendments to: Rule 9 § 1 & 2 - Probation

Proposed Rule 9 § 1 & 2 Published April 22, 2005;

Posted April 25, 2005 through May 20, 2005

Post Public Hearing Amendments to Proposed Rule 9 § 1(C) & 2 (C)

Published May 23, 2005; Posted May 23 through May 31, 2005

THE COMMISSION HEREBY AFFIRMS the following was accomplished in full compliance with the requirements of Commission Rule II, Section 4(A), Rule Making:

Publishing on April 22, 2005, a Notice of Public Hearing – Rule Making regarding proposed changes to Commission Rule 9 § 1 & 2, along with the full text of the proposed rule;

Posting said Notice and the full text of the proposed rule changes from April 25 through May 20, 2005, at the Commission's office and on the Commission's web site;

Forwarding on April 22, 2005, said Notice and full text of the proposed rule changes to the Manager of Safety, the collective bargaining agents for members of the Classified Service, interested parties; and to the administration of the Fire and Police Departments (with a request for posting throughout the departments);

Conducting on May 20, 2005, a public hearing on the proposed rule changes;

FURTHER, on May 20, 2005, subsequent to the public hearing, the Commission unanimously approved the published changes to Rules 9, with additional amendments to Rule 9 § 1(C) and 2(C), for later adoption following the required posting of the noted amendments. The Commission hereby affirms that the following requirements were accomplished in full compliance with Commission Rule II, Section 4(A)(6).

Posting a notice and the text of the amendments to the proposed changes to Rule 9 § 1(C) & 2(C) at the Commission's office and on the Commission's web site from May 23 through May 31, 2005.

Forwarding on May 23, 2005, a notice and the text of the amendments to the proposed changes to Rule 9 § 1(C) & 2(C) to the Manager of Safety, to the representatives of the collective bargaining agents for members of the Classified service, and to interested parties, and to the administration of the Fire and Police Departments (with a request for posting throughout the departments).

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Notice of Adoption
Rule 9 § 1 & 2
Re: Lateral Hiring of Firefighters

NOW THEREFORE, under the authority of Commission Rule II, § 4(A)(7), by this Notice Of Adoption, the subject proposed amendments to Rule 9 § 1 & 2 as provided in Attachment A, are hereby adopted to become effective June 1, 2005.

Dated this 1st day of June, 2005.

City and County of Denver
CIVIL SERVICE COMMISSION

SS/ *Christopher H. Olson*

By: Christopher H. Olson
Commission President

ATTACHMENT A
NOTICE OF ADOPTION

Commission Rules
Concerning Lateral Hiring of Firefighters

Amendments to:
Rule 9 § 1 & 2 - Probation

**RULE 9 § 1 & 2: Approved 05-20-05 for Adoption
[With additional amendments to Sections 1(C) and 2(C)]**

RULE 9

PROBATION

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RULE 9 § 1 & 2: Approved 05-20-05 for Adoption
[With additional amendments to Sections 1(C) and 2(C)]

Section 1. Original Appointment.

- A. Any person selected for original appointment shall be duly notified and upon accepting and reporting for duty shall receive from the Manager of Safety a notice of appointment for a probationary period. The probationary period shall include [except for the ranks of Fire Systems Technical Specialist and Mechanic in the Fire Department, and except for the appointment of a Firefighter, under Charter § 9.3.11(E)(iii), pursuant to an intergovernmental agreement] the time necessary to successfully complete the Police or Fire Academy and a nine (9) month period thereafter.
- B. For the ranks of Fire Systems Technical Specialist and Mechanic in the Fire Department, the probationary period shall include a period of 12 months following appointment.
- C. For any and all person appointed to the rank of Firefighter, under Charter § 9.3.11(E)(iii) pursuant to a particular intergovernmental agreement, the probationary period shall be determined by the Manager of Safety. The same probationary period shall be applicable to all such persons receiving original appointment under a particular agreement. The probationary period shall be established by written notification to the Commission prior to the original appointment of any applicant under the agreement. The Manager of Safety may establish the probationary period independent of the particular agreement or, should the particular agreement stipulate a probationary period, by written approval of the agreement. Should the Manager of Safety fail to establish the probationary period prior to any original appointment under the agreement, the probationary period shall default to the time necessary to successfully complete the Fire Academy, if participation in an academy is required following appointment, and a nine (9) month period thereafter.
- D. Any notice of appointment for a probationary period shall not require the retention of any appointee.

Section 2. Probationary Dismissals.

- A. An original appointee who fails to complete the probationary period has not attained a permanent status in the Classified Service. A probationary member shall not be entitled to appeal a dismissal action.
- B. The Manager of Safety may summarily dismiss, without cause, any probationary member during their probationary period. At the end of the probationary period, if the conduct and capacity of the appointed member shall have been satisfactory, he or she shall be permanently appointed; otherwise, he or she shall be dismissed.

RULE 9 § 1 & 2: Approved 05-20-05 for Adoption
[With additional amendments to Sections 1(C) and 2(C)]

- C. The Manager of Safety shall promptly report to the Commission any notice of dismissal action regarding a probationary member of the Classified Service, stating the reason(s) for the dismissal.

END