

## RECORD OF PROCEEDINGS

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### Deputy CIVIL SERVICE COMMISSION DENVER, COLORADO – SEPTEMBER 16, 2016 MEETING No. 347

Commissioners Present: Larry D. Trujillo, Commissioner  
Neal G. Berlin, President  
Federico Alvarez, Vice President  
Anna Flores, Commissioner  
Joseph G. Sandoval, Commissioner

Staff Present: Earl Peterson, Executive Director  
Felisa Urdiales, Senior Human Resources Professional  
Jeff Wilson, Senior Human Resources Professional  
Jeannette Madrid, Associate Human Resources Professional  
Susan Billotte, Staff Human Resources Professional

Guests: John Beckman, City Attorney  
Luis Cedillo, Technician, DFD  
Wendi Smith, Engineer, DFD

CSC President Berlin, called the meeting to order at 9:30am. Commissioners Alvarez, Berlin, Flores, Sandoval, and Trujillo were present.

#### **OPENING:**

- Approval of Minutes—Meeting of September 2, 2016

CSC President Berlin stated that a motion was in order to accept the minutes of September 2, 2016. Commissioner Trujillo so moved; Commissioner Flores seconded the motion. Motion was passed.

#### **INFORMATIONAL ITEMS**

- Executive Director
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Earl reported that he and Commissioner Berlin met with Deputy Chief Matt Murray and Deputy Chief David Quinones, to review the Police Promotional Disciplinary History Assessment. A revised proposal will be prepared and presented to Chief White. Earl further stated that this is a work in progress, and it will be presented to the Commission when it's in its final stages. He added that he, Chief Murray, and Chief Quinones will regroup after Civil Service Commission moves to the Denver Post building.

Earl mentioned that his request for an additional staff member, was denied by the budget office. He has officially responded, and is awaiting the budget office's next reply. He added, that he may need to call upon the Commissioners for support, if his response is denied.

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The Commissioners asked about the challenges involved in recruiting and hiring lateral police officers. Earl responded that to qualify as a lateral transfer, and receive a pay increase, an applicant is required to have three (3) years of patrol experience at the time of application. Earl suggested the possibility of an applicant getting (3) years patrol experience during entry-level processing, and then moving from Entry Register to Lateral Register. Earl added that pay issues were Charter issues. Commissioner Berlin mentioned that the Mayor will be reviewing the Charter for possible updates and revisions.

- Calendar
- Comments from Staff/Public

Susan Billotte and Commissioner Flores mentioned how much they enjoyed attending the cadet graduation held on Friday, September 9, 2016 at 5:00pm. Susan reported that the format had been changed from previous graduations, in that fellow cadets spoke on behalf of the graduates (as opposed to family members). Also, Chad Burdorf gave a key note speech about his experience as a firefighter, starting as a cadet in 1991 and continuing through the process to his current position as Assistant Chief.

At 9:30am Commissioner Berlin stated that a motion was in order to go into Executive Session. Commissioner Trujillo so moved; Commissioner Flores seconded.

### EXECUTIVE SESSION

- Deliberative Review (3) Police Officers

At 10:25am, Commissioner Berlin stated a motion was in order to go out of Executive Session/into Open Session. Commissioner Alvarez so moved; Commissioner Trujillo seconded. Motion passed.

### OPEN SESSION:

Commissioner Alvarez moved to pass one (1) police applicant and fail two (2) police applicants. Commissioner Trujillo seconded; motion passed.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of September 16, 2016 was adjourned at 10:30am on the motion of Commissioner Flores; seconded by Commissioner Trujillo.

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**CIVIL SERVICE COMMISSION:**

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Neal G. Berlin, Commissioner/President

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Federico Alvarez, Commission/Vice President

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Anna Flores, Commissioner

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Joseph G. Sandoval, Commissioner

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Larry D. Trujillo, Commissioner

ATTEST: \_\_\_\_\_  
Earl Peterson, CSC Executive Director

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Susan Billotte, CSC Staff HR Professional