

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – FEBRUARY 19, 2016 MEETING No. 333

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

Staff Present: Antoinette Torres-Janke, Human Resources Supervisor
Earl Peterson, Executive Director
Susan Billotte, Staff Human Resources Professional
Jeannette Madrid, Associate Human Resources Professional
Felisa Urdiales, Senior Human Resources Professional

Guests: Bob Wolf, City Attorney
Greg Pixley, Captain DFD
Rod Sherrod, Lieutenant DFD

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

OPENING:

Commissioner Berlin stated that a motion was in order to accept the minutes of February 5, 2016. Commissioner Alvarez so moved; Commissioner Flores seconded the motion. Motion was passed unanimously.

NEW BUSINESS

- Approval of the 2016 Police Lieutenant Examination Announcement

Earl reported that the announcement has been reviewed and approved by the City Attorney. Commissioner Berlin asked if this announcement is any different than any prior one; Earl responded that it was not significantly different. Commissioner Berlin stated that a motion was in order to approve the announcement. Commissioner Trujillo so moved; Commissioner Alvarez seconded. The motion passed unanimously.

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INFORMATIONAL ITEMS

- Executive Director

Earl updated everyone on the success of the Entry-Level Firefighter orientation sessions that were held February 9, 10 and 11 from 6-8:30pm at the DPD Academy. Approximately 900 applicants (from the open enrollment 2/1/16) were scheduled to attend the three orientation sessions (at approx. 300 per night). Approximately 670 applicants actually attended orientation, and they will be notified via email about self-scheduling their testing slots for March 1-22, 2016.

Earl reported on his meeting with Deputy Chief Matt Murray and Lieutenant John MacDonald, in which they discussed the possibility of instituting pre-screening methods for DPD, like the orientation sessions DFD has been holding.

Earl added that MacDonald and Murray raised concerns about inconsistencies in Background Investigation Reports they'd received. They noted which reports they considered exemplary, and which reports had areas that needed improvement. Commissioner Berlin agreed that he and the other Commissioners had expressed the same concerns when reviewing applicant files recently. Earl suggested that perhaps a system could be created whereby questionable files could be pre-screened by CSC staff, DPD (or DFD) and brought to the Commissioners prior to the Background Investigation phase.

Earl mentioned that another area of concern for Matt Murray and John MacDonald, was the lack of uniformity among Suitability Assessments; some they considered appropriately detailed and specific, and others were not. Commissioner Trujillo, added that he concurred with those concerns. Earl and Antoinette agreed to take the feedback from Matt Murray and John MacDonald, and develop guidelines for uniformity among psychologist vendors.

- Calendar
- Comments from Staff/Public

Commissioner Trujillo commended Capt. Pixley on his prompt attention to applicant inquiries.

At 9:45a.m., Commissioner Berlin stated that a motion was in order to go into Executive Session. Commissioner Alvarez so moved; Commissioner Trujillo seconded.

EXECUTIVE SESSION

- Discussion of the Deliberative Review Process
- Disciplinary Update & Review

At 10:48 a.m., Commissioner Berlin stated a motion was in order to go out of Executive Session. Commissioner Trujillo so moved; Commissioner Alvarez seconded. Motion passed unanimously.

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OPEN SESSION:

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of February 19, 2016 was adjourned at 10:50 a.m. on the motion of Commissioner Trujillo; seconded by Commissioner Flores.

CIVIL SERVICE COMMISSION:

Neal G. Berlin, Commissioner/President

Federico Alvarez/Vice President

Joseph G. Sandoval, Commissioner

Anna Flores, Commissioner

Larry D. Trujillo, Commissioner

ATTEST: _____
Earl Peterson, Executive Director

Susan Billotte, Staff H.R. Professional