

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – JANUARY 15, 2016 MEETING No. 331

Commissioners Present: Federico C. Alvarez, Commissioner
Neal G. Berlin, 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
Jeff Wilson, Senior Human Resources Professional
Gloria Griffith, IT Supervisor
Felisa Urdiales, Senior Human Resources Professional
Jeannette Madrid, Associate Human Resources Professional

Guests: John Beckman, City Attorney (for Bob Wolf)
Wendi Smith, Engineer DFD
Eric Tade, Chief DFD
Desmond Fulton, Assistant Chief DFD
Greg Pixley, Captain DFD
Rodney Sherrod, Lieutenant DFD
Mike Cerbo, Citizen

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

OPENING:

Commissioner Berlin stated that a motion was in order to accept the minutes of December 18, 2015 Commissioner Flores so moved; Commissioner Trujillo seconded the motion. Motion was passed unanimously.

NEW BUSINESS

- Election of Civil Service Commission President & Designation of Vice President

Earl noted that in “even” years, the Civil Service Commission elects a President, and the President appoints the Vice President. Therefore, as 2016 is an “even” year, election was in order. Commissioner Flores made a motion to elect Neal Berlin as President and appoint Federico Alvarez as Vice President. Motion carried unanimously.

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- Review of Process for Viewing Files/Documents on iCIMS vs. Downloading/Saving to (Personal) Computer

Commissioner Berlin suggested that Gloria contact each Commissioner individually to address their specific challenges and concerns regarding the ability to delete downloads after files/documents are reviewed.

- Staff Report on Firefighter Testing Results December 1-18, 2015

Gloria reported on the newly updated lab, and the demographics of the Pass/Fail applicants who tested from the 2015 Mentoring Group. Capt. Pixley added that the demographics were preliminary numbers since (approx.) 65 additional applicants from the Mentoring Group will be brought on for testing when the next application opens on February 1, 2016. Susan reported on the demographics of the first group being processed from the December testing who will be taking their Written Suitability on January 20, 2016.

INFORMATIONAL ITEMS

- Executive Director

Earl mentioned that each CSC staff member will be given the opportunity to present varied information at a regularly scheduled Commission Meeting. His intention is to acquaint the Commissioners with the role each individual staff member plays in the CSC.

- Calendar

Antoinette mentioned that a Police Promotional Ceremony would be taking place later this morning; Chris Marez and Commissioner Trujillo will be attending.

Antoinette reminded everyone about the FEDRC meeting 2/2/16 and the PEDRC meeting 2/9/16. Capt. Pixley requested that the February 2nd FEDRC meeting be changed to February 12th as he has a conflict that would prevent his ability to attend the earlier date.

Antoinette mentioned that there are a lot of promotional exams coming up for 2016, including Fire Engineer, Fire Captain, and Police Lieutenant.

- Comments from Staff/Public

Lt. Sherrod inquired as to the number classes/academies DFD planned for 2016. Commission staff responded that two (2) were planned for 2016.

At 9:55 a.m., Commissioner Berlin stated that a motion was in order to go into Executive Session. Commissioner Trujillo so moved; Commissioner Alvarez seconded.

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EXECUTIVE SESSION

- Deliberative Review—34 Entry-Level Firefighters
- Deliberative Review—Police Re-Employment
- Disciplinary Update & Review

At 11:45 a.m., Commissioner Berlin stated a motion was in order to go out of Executive Session. Commissioner Alvarez so moved; Commissioner Sandoval seconded. Motion passed unanimously.

OPEN SESSION:

- Deliberative Review—Police Re-Employment

Commissioner Berlin stated that a motion was in order to approve re-employment of one (1) Police Officer. Commissioner Alvarez so moved; Commissioner Sandoval seconded. Motion passed unanimously.

- Deliberative Review—34 Entry-Level Firefighters

Commissioner Berlin stated that a motion was in order to pass (30) Entry-Level Firefighters and fail (4) Entry-Level Fire Fighters. Commissioner Alvarez so moved; Commissioner Sandoval seconded. Motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of January 15, 2016 was adjourned at 11:55 a.m. on the motion of Commissioner Flores; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

Neal G. Berlin, Commissioner/President

Anna Flores, Commissioner

Joseph G. Sandoval, Commissioner

Federico Alvarez, Commissioner

Larry D. Trujillo, Commissioner

ATTEST: _____
Earl Peterson, Executive Director

Susan Billotte, Staff H.R. Professional