

RECORD OF PROCEEDINGS

Deputy CIVIL SERVICE COMMISSION DENVER, COLORADO – OCTOBER 21, 2016 MEETING No. 349

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

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

Guests: Bob Wolf, City Attorney

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

OPENING:

- Approval of Minutes—Meeting of October 7, 2016

CSC President Berlin stated that a motion was in order to accept the minutes of October 7, 2016. Commissioner Trujillo so moved; Commissioner Flores seconded the motion. Motion was passed.

INFORMATIONAL ITEMS

- Executive Director

Earl thanked the Commissioners for attending the special recognition/collaboration/training celebration on Tuesday, October 11, 2016 at the DPD Academy. He asked if the Commissioners had any feedback about the meeting/event. Commissioner Berlin requested further discussion about applicants who failed or were disqualified during the process, and reacted badly and/or threateningly to vendors (polygraph examiners, psychologists). Because of some unpleasant situations faced by our vendors, Earl said that CSC is reconsidering our policy of sending failed/disqualified applicants their Suitability Reports. He added that CSC is the only agency that does that. City Attorney, Bob Wolf suggested a much shorter/more concise letter to applicants, merely stating that they are not being considered for further processing, and are wished well in their future career endeavors. He recommended that CSC no longer offer vendor reports.

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Commissioner Berlin asked CSC staff to provide specific instances of applicant misbehavior.

- Calendar
- Comments from Staff/Public

Commissioner Trujillo suggested that at a future Commission meeting, during executive session, CSC discuss the DFD's request of instituting an appeal process for DFD and DPD applicants who fail. Earl indicated that several changes have been made to applicant processing over the last 25 years. The changes are indicative of the CSC listening to the departments.

Bob Wolf announced that Rule 12 was upheld by the Colorado State Court of Appeals.

There were no items for review/discussion in Executive Session, so no Executive Session was held.

EXECUTIVE SESSION

- Disciplinary Update & Review

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of October 21, 2016 was adjourned at 9:55am on the motion of Commissioner Trujillo; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

Neal G. Berlin, Commissioner/President

Federico Alvarez, Commission/Vice President

Anna Flores, Commissioner

Joseph G. Sandoval, Commissioner

Larry D. Trujillo, Commissioner

ATTEST: _____
Earl Peterson, CSC Executive Director

Susan Billotte, CSC Staff HR Professional