

RECORD OF PROCEEDINGS

Deputy CIVIL SERVICE COMMISSION DENVER, COLORADO – NOVEMBER 18, 2016 MEETING No. 351

- Commissioners Present: Neal G. Berlin, President
Federico Alvarez, Vice President
Anna Flores, Commissioner (via conference call)
Joseph G. Sandoval, Commissioner
Larry D. Trujillo, Commissioner (via conference call)
- Staff Present: Earl Peterson, Executive Director
Antoinette Torres-Janke, Human Resources Supervisor
Jeff Wilson, Senior Human Resources Professional
Felisa Urdiales, Senior Human Resources Professional
Jeannette Madrid, Associate Human Resources Professional
Susan Billotte, Staff Human Resources Professional
Gloria Griffin, Assoc. OT Systems Admin.
Chris Marez, HR Technician
- Guests: Bob Wolf, City Attorney
Anthony Norman, Technician, DPD
Greg Pixley, Captain, DFD
Wendi Smith, Engineer, DFD (Local 858)
Julie Connor, Auditor's Office (left meeting after 5 minutes)

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

OPENING:

- Approval of Minutes—Meeting of November 4, 2016

CSC President Berlin stated that a motion was in order to accept the minutes of November 4, 2016. Commissioner Alvarez so moved; Commissioner Sandoval seconded the motion. Motion was passed.

NEW BUSINESS:

- Approval of 2017 Fire Lieutenant Examination Announcement.*

Jeff asked the Commissioners to approve the 2017 Fire Lieutenant Examination Announcement. He explained that this announcement differs from previous versions only in its added provision for reasonable accommodations for line-of-duty injury. Commissioner Alvarez moved to accept the Announcement as presented; Commissioner Flores seconded the motion. The motion passed unanimously.

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INFORMATIONAL ITEMS

- Executive Director

Earl reported on a meeting that was held on November 17, 2016, and included members of DPD and CSC: Earl Peterson, Antoinette Torres-Janke, Felisa Urdiales, Deputy Chief Matt Murray, Lt. John Coppedge, and Lt. John MacDonald. The purpose of the meeting was to brainstorm the most effective ways that DPD can attract and recruit applicants, and CSC staff can process (100) files, to fill an Academy of (50). Attendees discussed the challenges and success of target recruiting by Technician Anthony Norman. Chief Murray acknowledged that DPD is doing a better job of recruiting, than most other municipalities.

Earl presented drafts of two (2) new letters, which will replace (6) previous letters to applicants regarding Failed Preliminary Review, Failed Suitability, and Failed Background. The messages have been simplified for clarity. The new letters are generic, and will apply to applicants in either/both departments.

- Assessor & Candidate 2016 Assistant Chief Assessment Center Evaluation Results*

Jeff presented the evaluation results for information only, for the Commissioners.

- Calendar

Antoinette reminded everyone of the upcoming PEDRC Meeting on December 8, 2016, at 9:30am in conference room 761.

- Comments from Staff/Public

At 9:53, President Berlin announced that a motion was in order to go into Executive Session. Commissioner Sandoval so moved; Commissioner Alvarez seconded the motion.

EXECUTIVE SESSION

- Deliberative Review—(4) Firefighters
- Deliberative Review—(1) Police Officer
- Preliminary Review—(8) Police Officers
- Applicant Pool/Personnel Issues
- Vendor Concerns
- Disciplinary Update & Review

At 10:15am, President Berlin stated that a motion was in order to go out of Executive Session and into Open Session; Commissioner Sandoval so moved; Commissioner Alvarez seconded the motion.

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Commissioner Alvarez moved to pass four (4) Entry-Level Firefighters; Commissioner Sandoval seconded. The motion passed unanimously.

Commissioner Alvarez moved to fail one Police Officer; Commissioner Sandoval seconded the motion. The motion passed unanimously

Commissioner Alvarez moved to fail seven (7) Police Officers in Preliminary Review and defer one (1) for further investigation; Commissioner Sandoval seconded the motion. The motion passed unanimously

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of November 18, 2016 was adjourned at 10:17am on the motion of Commissioner Sandoval; seconded by Commissioner Alvarez.

*Attachments

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