

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – DECEMBER 28, 2017 MEETING No. 376

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

Staff Present: Earl Peterson, Executive Director
Susan Billotte, Human Resource Technician II

Guests: Wendi Smith, Eng. DFD
Sean Baker, Lt. DFD

Commissioner Berlin, called the meeting to order at 9:30am. Commissioners Berlin, Flores, and Sandoval were present. Commissioner Trujillo joined via conference call.

OPENING:

- Approval of Minutes—December 14, 2017.

President Berlin noted that a motion was in order, to accept the minutes of the meeting of December 14, 2017. Commissioner Sandoval so moved; Commissioner Berlin seconded the motion. Motion passed.

INFORMATIONAL ITEMS:

- Executive Director

Earl reported that the DFD Continuation Ceremony on December 21 went well; (21) Probationary Firefighters completed the Academy successfully. He announced that Division Chief Cook retired November 15, 2017, and Division Chief Scott Heiss will be retiring in April of 2018. He noted that CSC staff is continuing to work with members the Workday team to make sure that the new platform meets the needs of the agency. In addition, Earl mentioned that the agency and both DFD & DPD were working on 2018 Promotional Exams. He added how impressed his was with the SMEs participating in the process.

- Calendar

In Antoinette's absence, Susan Billotte gave a brief overview of upcoming holidays, events, and testing in January 2018. A formal calendar will be distributed next week.

- Comments from Staff/Public

Commissioner Berlin noted that iCIMS was running very smoothly, enabling the Commissioners to review applicant files easily.

EXECUTIVE SESSION

- Disciplinary Update & Review

No Executive Session was held.

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There being no further action taken and no other business to be heard, the Civil Service Commission meeting of December 28, 2017 was adjourned at 9:45am on the motion of Commissioner Trujillo; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, President

/s/ Earl Peterson

Earl Peterson, CSC Executive Director

/s/ Joseph G. Sandoval

Joseph G. Sandoval, Commissioner

/s/ Susan Billotte

Susan Billotte, HR Technician II

/s/ Anna Flores

Anna Flores, Commissioner