

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – MAY 25, 2017 MEETING No. 363

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

Staff Present: Earl Peterson, Executive Director
Antoinette Torres-Janke, Human Resources Manager
Jeff Wilson, Senior Human Resources Data Analyst
Felisa Urdiales, Senior Human Resources Data Analyst
Jeannette Giron, Human Resources Data Analyst
Susan Billotte, HR Technician II
Patricia Montanez, ASA IV

Guests: Bob Wolf, CAO
John Macdonald, Lieutenant DPD
Anthony Norman, Technician DPD
Greg Pixley, Captain DFD

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

OPENING:

- Approval of Minutes—May 11, 2017.

President Berlin noted that a motion was in order to accept the minutes of the Meeting of May 11, 2017. Commissioner Sandoval so moved; Commissioner Flores seconded the motion. Motion passed.

INFORMATIONAL ITEMS

- Executive Director

Earl reported that there were (31) graduates at DPD graduation on May 12, 2017. He further reported that on May 18, there was standing room only at the DPD Memorial ceremony, held in the Auditorium at Police Headquarters due to inclement weather; he noted that he and Commissioner Flores were the Commission representatives. Earl commended Lt. MacDonald on the phenomenal video he produced for the event. Earl added it was a very moving memorial.

Earl reported that CSC is in "budget mode" and Jeannette is assisting him.

Earl informed the Commissioners and meeting attendees about the possibility of the Technical Services HelpDesk moving into the CSC space designated for Background Investigators and promotional testing. He noted that this would be a violation of acceptable promotional testing practices. Commissioner Sandoval added that testing requires a quiet environment. Jeff added that all communications from relevant organizations (i.e. IPMA, SIOP) support the need and practice of quiet in a testing environment.

Earl thanked Commissioners Flores and Sandoval for attending the DFD orientation session on Saturday, May 20, 2017.

RECORD OF PROCEEDINGS

- Calendar
- Comments from Staff/Public

Captain Pixley reported on the status of the CAP program. There are currently (26) individuals in consideration. Chief Fulton has authorized uniforms for them, including pants, belt, and polo shirt. They are an enthusiastic group who are anxious to participate in recruitment efforts and events. They will attend 3-hour structured classes on the first Tuesday & Saturday of each month. Captain Pixley added that he would appreciate Commissioners and CSC staff attending/participating in future sessions.

At 9:50am, Commissioner Trujillo made a motion to go into Executive Session. Commissioner Flores seconded.

EXECUTIVE SESSION

- Deliberative Review—(21) Firefighters
- Disciplinary Update & Review

At 10:15am, Commissioner Trujillo made a motion to go out of Executive Session. Commissioner Sandoval seconded the motion.

Commissioner Trujillo moved to pass (19) firefighter applicants and fail (2). 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 May 25, 2017 was adjourned at 10:20am on the motion of Commissioner Trujillo; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, Commission/ President

/s/ Anna Flores

Anna Flores, Commissioner

/s/ Joseph G. Sandoval

Joseph G. Sandoval, Commissioner

/s/ Larry D. Trujillo

Larry D. Trujillo, Commissioner

ATTEST:

Earl E. Peterson

Earl Peterson, CSC Executive Director

Susan Billotte

Susan Billotte, CSC Staff HR Professional