

## RECORD OF PROCEEDINGS

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### CIVIL SERVICE COMMISSION DENVER, COLORADO – JULY 27, 2017 MEETING No. 367

- Commissioners Present:** Neal Berlin, 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 Manager  
Jeff Wilson, Senior Human Resources Data Analyst  
Jeannette Giron, Human Resources Data Analyst  
Gloria Griffith, Associate IT Systems Administrator  
Susan Billotte, Human Resource Technician II  
Patricia Montanez, ASA IV
- Guests:** Bob Wolf, CAO  
Wendi Smith, Engineer DFD  
John MacDonald, Lieutenant DPD  
Chris Avitia, Technician DPD

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

#### OPENING:

- Approval of Minutes—July 13, 2017.

President Berlin noted that a motion was in order to accept the minutes of the meeting of July 13, 2017. Commissioner Trujillo so moved; Commissioner Flores seconded the motion. Motion passed.

#### INFORMATIONAL ITEMS:

- Executive Director

Earl mentioned that CSC staff had been busy with promotional testing: Fire Lieutenant assessment center July 17-21; Police Sergeant written exam July 25, 2017. He reported about the recent meeting between CSC staff and OHR regarding the possible transition from iCIMS to Workday for applicant tracking and processing. He noted that this was a very preliminary meeting, and other meetings would follow involving more CSC staff members. He added that any transition would take up to a year to implement.

Commissioner Berlin noted that the Auditors report was very favorable. Earl mentioned that copies of the report had been distributed to stakeholders.

Commissioner Sandoval asked the status of the Tech Services Helpdesk move. Earl replied that they were moving to the 7<sup>th</sup> floor on the opposite side of the building from CSC offices.

- Calendar

Antoinette reminded everyone that there will be a FEDRC meeting on Thursday, August 3, 2017, and a PEDRC meeting on Thursday, August 17, 2017; both meetings will be held at 9:30am in the CSC Conference Room 761.

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- Comments from Staff/Public

Commissioner Trujillo announced that he will be out-of-the-country for the next Commission Meeting (August 10, 2017). He doubted he would be available by phone.

At 9:37am, Commissioner Trujillo moved to go into Executive Session; Commissioner Flores seconded.

### EXECUTIVE SESSION:

- Deliberative Review—(7) Fire Mechanics
- Preliminary Review—(3) Police Officers
- Deliberative Review—(27) Police Officers
- Disciplinary Update & Review

At 10:15am, Commissioner Trujillo moved to go out of Executive Session; Commissioner Sandoval seconded.

Commissioner Trujillo moved to pass (7) Fire Mechanic applicants. Commissioner Sandoval seconded; the motion passed.

Commissioner Trujillo moved to fail (3) police applicants in Preliminary Review. Commissioner Sandoval seconded; the motion passed.

Commissioner Trujillo moved to pass (20) and fail (7) police officer applicants in Deliberative Review. Commissioner Sandoval seconded; the motion passed.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of July 27, 2017 was adjourned at 10:20am on the motion of Commissioner Flores; seconded by Commissioner Sandoval.

### CIVIL SERVICE COMMISSION:

/s/ Anna Flores

Anna Flores, Commissioner

/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/ Larry D. Trujillo

Larry D. Trujillo, Commissioner