

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – SEPTEMBER 14, 2017 MEETING No. 370

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

Staff Present: Earl Peterson, Executive Director
Jeff Wilson, Senior Human Resources Data Analyst
Felisa Urdiales, Senior Human Resources Data Analyst
Susan Billotte, Human Resource Technician II
Patricia Montanez, ASA IV

Guests: Bob Wolf, CAO
Wendi Smith, Engineer DFD
Sean Baker, Lt. DFD
Greg Pixley, Captain DFD
Chris Avitia, Technician DPD

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

OPENING:

- Approval of Minutes—August 24, 2017.

President Berlin noted that a motion was in order to accept the minutes of the meeting of August 24, 2017. Commissioner Flores so moved; Commissioner Sandoval seconded the motion. Motion passed.

NEW BUSINESS

- Selection of Consultant for 2018 Fire Engineer Exam*

Jeff requested approval of Ergometrics as consultant for the 2018 Fire Engineer Exam. He reported that only two bids were submitted from the RFP sent out: FirstIdea (\$29,000), and Ergometrics (\$27,890). He noted that Ergometrics was the lower bid, and added that Ergometrics had been the consultant for the previous Fire Engineer Exam. Commissioner Sandoval moved to select Ergometrics as consultant for the 2018 Fire Engineer Exam. Commissioner Flores seconded. The motion passed unanimously.

INFORMATIONAL ITEMS:

- Executive Director

Earl updated everyone about CSC staff active participation in recent meetings between CSC staff, the Workday consultant, and OHR, to ensure that the agency's specific needs will be met as police and fire applicant processing migrate from iCIMS to Workday. On September 26 & 27, the consultant will present a Workday version of the CSC applicant process. They are still working on creating a scheduling component, which is a critical element in the process. He added that it was a benefit that the consultant was local to Denver.

Earl noted that CSC was conducting Police Sergeant Assessment Center testing this week and next.

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- Calendar

In Antoinette's absence, Susan reminded everyone that there is a DFD Promotional Ceremony on September 15, 2017 at 10:30am at the Glass House.

Commissioner Trujillo mentioned that he would not be present at the next Commission Meeting on September 28, 2017; he added that he will call in.

- Comments from Staff/Public

Captain Pixley introduced Lt. Sean Baker as a new member of DFD Administration, taking over for Lt. Kurt Buhler, who has been reassigned.

Captain Pixley asked Earl about the transfer of information from iCIMS to Workday; Earl replied that it wouldn't be automatic. He added that DFD & DPD recruiters will be invited to future meetings to inform them of the process.

Captain Pixley announced a major recruiting and marketing event to be held on September 23, 2017 from 10:00am-2:00pm at the Roslyn facility. It is a collaborative effort of DFD, DPD, and Sherriff's department, made possible by a \$10,000 budget allocation from EDOS. The event is being advertised and promoted on social media (including Facebook), radio, and digital billboards.

Chris Avitia reported that his and Anthony Norman's outreach efforts for special October testing, was resulting in 18-20 interested individuals being personally interviewed each week.

At 9:49am, Commissioner Flores moved to go into Executive Session; Commissioner Sandoval seconded.

EXECUTIVE SESSION:

- Preliminary Review—(1) Police Officer
- Deliberative Review—(37) Police Officers
- Disciplinary Update & Review

At 10:27am, Commissioner Sandoval moved to go out of Executive Session; Commissioner Trujillo seconded.

Commissioner Sandoval moved to fail (1) police applicant in Preliminary Review. Commissioner Trujillo seconded; the motion passed.

Commissioner Trujillo moved to pass (31) police officer applicants and fail (6) police officer applicants in Deliberative Review. Commissioner Flores seconded; the motion passed.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of September 14, 2017 was adjourned at 10:30am on the motion of Commissioner Trujillo; seconded by Commissioner Flores.

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CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, President

/s/ Joseph G. Sandoval

Joseph G. Sandoval, Commissioner

/s/ Anna Flores

Anna Flores, Commissioner

/s/ Larry D. Trujillo

Larry D. Trujillo, Commissioner

/s/ Earl Peterson

Earl Peterson, CSC Executive Director

/s/ Susan Billotte

Susan Billotte, HR Technician II