

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – SEPTEMBER 28, 2017 MEETING No. 371

Commissioners Present: Neal Berlin, President
Anna Flores, Commissioner
Joseph G. Sandoval, 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
Susan Billotte, Human Resource Technician II

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

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

OPENING:

- Approval of Minutes—September 14, 2017.

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

NEW BUSINESS

- Approval of 2017 Police Sergeant Eligible Register*

Jeff requested ratification of Commissioners' telephone vote. Commissioner Flores so moved. Commissioner Sandoval seconded; the motion carried.

- Selection of Consultant for 2018 Police Lieutenant Exam*

Jeff requested approval of Ergometrics as consultant for the 2018 Police Lieutenant Exam. He reported that (12) copies of the RFP were sent out for bids; only two bids were received: FirstIdea (\$43,900), and Ergometrics (\$42,315). He noted that Ergometrics was the lower bid, and added that Ergometrics has been the consultant for previous exams. Commissioner Sandoval moved to select Ergometrics as consultant for the 2018 Police Lieutenant Exam. Commissioner Flores seconded. The motion passed unanimously.

INFORMATIONAL ITEMS:

- Executive Director

Earl updated everyone about upcoming meetings between CSC staff, the Workday consultant, and OHR, on October 4 & 5. He mentioned that recruiters for both DFD & DPD were welcome to attend; he added that future meetings would be specifically targeted to the needs of recruitment.

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Earl commended CSC staff for a well-run Police Sergeant Assessment Center. He added that CSC was praised by both Assessors, and Candidates. He noted that (17) officers were being promoted to Sergeant.

- Calendar
- Comments from Staff/Public

Technician Norman invited the Commissioners to attend the next DPD orientation. He extended his appreciation to CSC staff for their hard work in processing applicants and filling the upcoming DPD academy. He specifically commended Felisa Urdiales and Patricia Montanez. He added that a lateral academy of (7) individuals will begin on Monday, October 2. He noted that targeted recruiting and testing, and team effort of DPD and CSC has produced better quality applicants.

Captain Pixley reported on the results of the recruiting event that was held on September 23, 2017 from 10:00am-2:00pm at the Roslyn facility; a collaborative effort of DFD, DPD, Sherriff's department, and 911, for jobseekers and their families. He noted that attendance wasn't as great as anticipated; he hopes future events will be better attended, and acknowledged the challenge of recruiting/filling safety positions in a good economy and a state with the lowest unemployment rate in the country. He thanked Gloria for her help in posting announcements about the event, on the Civil Service website.

Capt. Pixley mentioned that the last (3) entry-level orientation sessions for 2017, will be held October 21, November 18, and December 16. He noted that special testing for CAP participants may be scheduled for mid-November, followed by open testing in the first quarter of 2018. DFD and CSC will meet the week of October 9 to brainstorm a testing schedule. He updated everyone that out of the original (26) CAP participants, there are currently (15) who are active in the program.

At 9:55am, Commissioner Sandoval moved to go into Executive Session; Commissioner Flores seconded.

EXECUTIVE SESSION:

- Deliberative Review—(1) Firefighter
- Disciplinary Update & Review

At 10:12am, Commissioner Sandoval moved to go out of Executive Session; Commissioner Trujillo seconded.

Commissioner Berlin moved to pass (1) Firefighter 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 September 28, 2017 was adjourned at 10:13am on the motion of Commissioner Flores; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, President

/s/ Joseph G. Sandoval

Joseph G. Sandoval, Commissioner

/s/ Anna Flores

Anna Flores, Commissioner

/s/ Earl Peterson

Earl Peterson, CSC Executive Director

/s/ Susan Billotte

Susan Billotte, HR Technician II