

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – OCTOBER 11, 2018 MEETING No. 395

- Commissioners Present:** Neal Berlin, Commissioner (via conference call)
Kelsie Green, Commissioner (via conference call)
Sylvia (Niecy) Murray, Commissioner
Joseph G. Sandoval, Commissioner
Larry D. Trujillo, Commissioner
- Staff Present:** Earl Peterson, Executive Director
Antoinette Torres-Janke, Human Resources Supervisor
Abby Rainer, Senior Human Resources Data Analyst
Felisa Urdiales, Senior Human Resources Data Analyst
Jeannette Giron, Human Resources Data Analyst
Susan Billotte, Human Resources Technician II
- Guests:** Sherri Catalano, CAO
Desmond Fulton, Division Chief DFD
Robbie Turner, Lieutenant DFD
Tonya Kesterson, Lieutenant DFD
Anthony Norman, Technician DPD

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

OPENING:

- Introductions
- Approval of Minutes—September 27, 2018.

Commissioner Trujillo moved to approve the minutes of the regular September 27, 2018 Commission Meeting; Commissioner Murray seconded. The motion passed unanimously.

NEW BUSINESS

- Approval of Vendor for New Entry-Level Firefighter Written Test

Abby reported that Ergometrics & Applied Personnel Research, Inc. was selected for this project. She noted that the cost of the new test would be higher the first year, because it included a validation process; more than (50) diverse recent DFD recruits (selected by the department) will take the test, and the results will be analyzed. Although the vendor states that there has been no adverse impact in any city in which the test was administered, Civil Service Commission and DFD insisted on a validation specifically for Denver. The yearly cost will be \$20,855, for testing up to (1200) applicants.

Commissioner Trujillo moved to approve Ergometrics for the new Entry-Level Firefighter Written Test. Commissioner Murray seconded. The motion passed unanimously.

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INFORMATIONAL ITEMS:

- Executive Director

Earl reported that CSC was finalizing the hiring process of a new employee for the ASA IV position. He noted that in addition to himself and Antoinette, members of the staff met with the (2) individuals being considered and selected one. The next step is a background investigation. Earl hopes to hire the new employee within (30) days.

- Calendar
- Comments from Staff/Public

Anthony Norman informed everyone that the Candidate Information Forum would be held October 18, 2018 at 6:00pm, instead of November, as originally scheduled. He added that the Commissioners were welcome to attend.

Technician Norman noted that (212) applicants from the September testing cycle have been invited for the April 2019 DPD Academy.

EXECUTIVE SESSION

- Preliminary Review—(2) Entry-Level Firefighter
- Deliberative Review—(5) Entry-Level Firefighters
- Deliberative Review—(1) Police Officer Re-Employment
- Disciplinary Update & Review

At 9:55am, Commissioner Murray made a motion to go into Executive Session. Commissioner Trujillo seconded. Motion passed unanimously.

At 10:238am, Commissioner Murray made a motion to go out of Executive Session. Commissioner Green seconded. Motion passed unanimously.

Commissioner Trujillo moved to fail (2) Entry-Level Firefighter applicant in Preliminary Review. Commissioner Murray seconded. The motion passed unanimously.

Commissioner Green moved to pass (5) civilian and (2) cadet Entry-Level Firefighter applicants in Deliberative Review. Commissioner Murray seconded. The motion passed unanimously.

Commissioner moved to defer voting on the (1) Police Officer Re-Employment to noon on Monday via email or conference call if necessary. Commissioner Trujillo seconded. The motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of October 11, 2018 was adjourned at 10:24am on the motion of Commissioner Trujillo; seconded by Commissioner Green.

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CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, Commissioner

/s/ Sylvia Murray

Sylvia Murray, Commissioner

/s/ Kelsey A. Green

Kelsey A. Green, Commissioner

/s/ Joseph G. Sandoval

Joseph G. Sandoval, Commissioner

/s/ Larry D. Trujillo

Larry D. Trujillo, Commissioner

/s/ Earl Peterson

Earl Peterson, Executive Director

/s/ Susan Billotte

Susan Billotte, HR Technician II