

# RECORD OF PROCEEDINGS

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## CIVIL SERVICE COMMISSION DENVER, COLORADO – NOVEMBER 8, 2018 MEETING No. 397

- Commissioners Present:** Neal Berlin, Commissioner  
Kelsey A. Green, Commissioner  
Sylvia 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  
Susan Billotte, Human Resources Technician II  
Trish Montanez, Human Resources Technician II
- Guests:** Amy Packer, CAO  
Desmond Fulton, DFD  
Wendy Smith, DFD  
Sean Baker, DFD  
Greg Pixley, DFD  
Robbie Turner, DFD  
Tonya Kesterson, DFD  
John MacDonald, DPD  
Erick Knutson, DPD  
Anthony Norman, DPD  
Chris Avitia, DPD

Commissioner Berlin, called the meeting to order at 9:30am, Commissioners Green, Murray, and Sandoval were present. Commissioner Trujillo arrived at 9:38am.

### OPENING:

- Introductions
- Approval of Minutes—October 25, 2018.

Commissioner Murray moved to approve the minutes of the regular October 25, 2018 Commission Meeting; Commissioner Sandoval seconded. The motion passed unanimously.

### NEW BUSINESS

- Approval of 2018 Assistant Fire Chief Eligible Register for Posting on November 9
- Approval of 2019 Police Sergeant Exam Consultant Selection

Abby reported that (14) candidates participated in the 2018 Assistant Fire Chief assessment center—(12) Males/(2) Females. Everyone was pleased with the outcome and new addition of Tablet Command. Chief Fulton commended Abby, Gloria, and CSC staff for their hard work. Abby noted that a journal article was being

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written for the International Fire Service Training Association (IFSTA), to share CSC/DFD experience, successes, and challenges with the assessment center.

Commissioner Sandoval moved to approve the 2018 Assistant Fire Chief Eligible Register for Posting on November 9. Commissioner Green seconded. The motion passed unanimously.

Abby explained the reasoning behind the selection of Ergometrics, as consultant for the 2019 Police Sergeant Exam, in terms of their experience, expertise, and cost.

Commissioner Green moved to approve the 2019 Police Sergeant Exam Consultant Selection—Ergometrics. Commissioner Sandoval seconded. The motion passed unanimously.

### INFORMATIONAL ITEMS:

- Executive Director

Earl reported that the DPD Lateral pay initiative passed on the ballot, November 6, 2018.

Earl informed everyone that a new employee for the ASA IV position, Austin Deneen, will start on November 13, 2018. Austin will work closely with Felisa Urdiales on processing entry-level and lateral police officers. He added that Austin was previously with Park & Recreation for the City.

Earl noted that a new class of (51) diverse police recruits started on Monday, November 5, 2018.

Earl mentioned that a meeting is scheduled for November 16 from 9:00am-noon, between Psychological Dimensions and stakeholders, regarding the impact of essential functions on the validity of suitability & psychological assessments. Attendees will include: DPD administration, CSC staff, and Commissioners. This first session will focus on DPD; a future session will be scheduled with DFD.

Earl commended Susan, DFD command staff, and DFD recruiters for their hard work in filling fire academies in 2018.

- Calendar

Antoinette reminded everyone about the DPD graduation ceremony on November 2, 2018 at 9:00am, and the DFD graduation ceremony on Thursday, November 29, 2018 at 10:00am.

- Comments from Staff/Public

There were no additional comments from staff or public.

### EXECUTIVE SESSION

- Preliminary Review—(1) Entry-Level Firefighter
- Deliberative Review—(6) Entry-Level Firefighters
- Deliberative Review—(16) Police Officers
- Disciplinary Update & Review

At 9:50am, Commissioner Sandoval made a motion to go into Executive Session. Commissioner Murray seconded. Motion passed unanimously.

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At 10:07am, Commissioner Trujillo made a motion to go out of Executive Session. Commissioner Murray seconded. Motion passed unanimously.

Commissioner Trujillo moved to fail (1) Entry-Level Firefighter applicant in Preliminary Review. Commissioner Sandoval seconded. The motion passed unanimously.

Commissioner Trujillo moved to pass (6) Entry-Level Firefighter applicants in Deliberative Review. Commissioner Sandoval seconded. The motion passed unanimously.

Commissioner Sandoval moved to pass (13)/fail (3) Police Officers in Deliberative Review. Commissioner Murray seconded. The motion passed unanimously.

The Commissioners' computer training on Workday was cancelled and rescheduled to December 13, 2018.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of November 8, 2018 was adjourned at 10:10am on the motion of Commissioner Trujillo; seconded by Commissioner Sandoval.

### CIVIL SERVICE COMMISSION:

/s/ Neal Berlin

Neal Berlin, Commissioner

/s/ Kelsey A. Green

Kelsey Green, Commissioner

/s/ Sylvia Murray

Sylvia Murray, 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