

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – SEPTEMBER 27, 2018 MEETING No. 394

- Commissioners Present:** Neal Berlin, Commissioner (via Conference Call)
Kelsie Green, Commissioner
Sylvia (Niecy) Murray, Commissioner
Joseph G. Sandoval, Commissioner
Larry D. Trujillo, Commissioner
- Staff Present:** Earl Peterson, Executive Director
Abby Rainer, Senior Human Resources Data Analyst
Felisa Urdiales, Senior Human Resources Data Analyst
Susan Billotte, Human Resources Technician II
Trish Montanez, ASA IV
- Guests:** Bob Wolf, CAO
Desmond Fulton, Division Chief DFD
Wendi Smith, Engineer DFD
Josh Odendahl, Lieutenant DFD
Sean Baker, Lieutenant DF
Ron Saunier, Division Chief DPD
John MacDonald, Lieutenant DPD
Anthony Norman, Technician DPD

Commissioner Berlin, called the meeting to order at 9:32am, via conference call. Commissioners Murray, Green, Sandoval and Trujillo were present.

OPENING:

- Introductions
- Approval of Minutes—September 13, 2018.

Commissioner Berlin moved to approve the minutes of the regular September 13, 2018 Commission Meeting; Commissioner Trujillo seconded. The motion passed unanimously.

NEW BUSINESS

- Approval of 2017 CSC Annual Report

Commissioner Berlin noted that he needs a minor revision to his bio in the Annual Report. He added that he would follow up with Susan. Commissioner Trujillo moved to approve the 2017 CSC Annual Report with a minor edit to come from Commissioner Berlin. Commissioner Murray seconded. The motion passed unanimously.

INFORMATIONAL ITEMS:

- Executive Director

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Earl reported that per Chief Tade's request, that a Tablet Command, an incident management software, would be part of the tactical exercise for the upcoming Assistant Fire Chief promotional exam. CSC will utilize the DFD's vendor to conduct a training on best practices and equipment used on the street for responding to fires and emergencies. Those trainings are tentatively scheduled for October 2 & 3 at CSC offices.

Earl mentioned that a presentation and Q&A session was conducted by Psychological Dimensions, to help clarify the Suitability and Psychological screening/testing portions of the process. Earl thanked everyone who attended the session, including Commissioners, CSC staff, and DPD and DFD administration.

- Calendar
- Comments from Staff/Public

Lt. Baker reported that the Engineer Eligible Register is due to expire in 2020 with only (7) names remaining. He noted that it will probably expire in 2019, and a new exam will need to be administered. He added that the Lieutenant Eligible Register will expire sooner than anticipated, as well, with only (2) names left.

Lt. McDonald reported that over 100 police officer applicants have been interviewed for the November academy, with several individuals leftover for the following academy. He noted that there are (2) academy classes of (50+), and (1) Lateral class of (25) anticipated for 2019. He thanked the Commissioners and CSC staff.

Division Chief Saunier echoed Lt. McDonald in praising the Commissioners and CSC staff for the great files he's been reviewing.

Chief Fulton, Lt. Baker, Lt. Odendahl, and Engineer Smith, requested a copy of the monthly calendar.

EXECUTIVE SESSION

- Preliminary Review—(1) Entry-Level Firefighter
- Deliberative Review—(4) Entry-Level Firefighters
- Disciplinary Update & Review

At 10:00am, Commissioner Green made a motion to go into Executive Session. Commissioner Murray seconded. Motion passed unanimously.

At 10:18am, Commissioner Berlin made a motion to go out of Executive Session. Commissioner Murray seconded. Motion passed unanimously.

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

Commissioner Green moved to pass (3)/fail (1) Entry-Level Firefighter applicants in Deliberative Review. 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 September 27, 2018 was adjourned at 10:20am on the motion of Commissioner Murray; 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