At 9:29 AM Commissioner Sandoval called the meeting to order. Commissioner Duncan, Commissioner Sandoval, Commissioner Fitzpatrick, and Commissioner Green were present. Commissioner Murray was present via conference call.

**OPENING**

1. **Introductions**

Commissioner Sandoval opened the floor to the two new Commission staff members, Mindy Antol and Heather Lebedoff. Heather comes to the Commission from the Department of Human Services, and Mindy comes to the Commission from Community Planning and Development. Both expressed excitement at joining the Commission.

2. **Approval of Minutes – Meeting October 24, 2019**

Commissioner Fitzpatrick moved to approve the minutes of the regular October 24, 2019 Commission Meeting; Commissioner Green seconded. The motion passed unanimously.

**INFORMATIONAL ITEMS**

3. **Executive Director**

Earl Peterson was not present. In his stead, Antoinette Torres-Janke provided an update for the Board of Commissioners. Antoinette noted upcoming processing for 2020. She stated that the Commission will be conducting promotional processing for Denver Police Lieutenant, Denver Fire Assistant Chief, Denver Fire Captain, and Denver
Fire Master Mechanic. The Commission will also be continuing processing for Fire Systems Technical Specialist Radio and Web Developer. Antoinette also mentioned that the Commission met with Chief Tade and Chief Pazen on November 13th to discuss 2020 Promotional Examinations.

Antoinette noted the Commission will be working to process the newly approved Fire Emergency Medical Technician (EMT position). A ballot measure approving this new Fire rank passed in the November 5th, 2019 election. The Commission is planning to conduct a December application and testing period for this position. Antoinette remarked that a new business process still needs to be created in Workday.

Lieutenant Kesterson questioned if the NTN Entry-Level Fire Test will be used for the EMT position. Antoinette stated that yes, the NTN Entry-Level Fire Test will be used excluding the Mechanical Aptitude portion. Engineer Smith commented that this portion was removed because these applicants will not be Firefighters, but that they will need two years of Denver EMT experience to receive potential points in the future to be a Firefighter.

City Attorney Sherry Catalano mentioned that there have been discussions on the probationary period for the EMT position, currently sitting with a twelve-month probationary period. The Denver Fire Department agrees with this time period as this is the same for Master Mechanic and Fire Systems Technical Specialist.

4. Calendar

5. Comments from Staff/Public

Antoinette noted that in addition to the two new staff members, the Commission will be opening an additional position for Data Analyst. She hopes to interview in December and filling the position after the New Year.

EXECUTIVE SESSION

6. Deliberative Review – (22) Entry-Level Firefighters
7. Deferred Deliberative Review – (1) Entry-Level Firefighter
8. Disciplinary Update & Review

At 9:47 AM Commissioner Green moved to go into Executive Session. Commissioner Fitzpatrick seconded. The motion passed unanimously.

Commissioner Green moved to pass (21) Entry-Level Firefighters in Deliberative Review and fail (1) Entry-Level Firefighter in Deliberative Review. Commissioner Fitzpatrick seconded. The motion passed unanimously.

Commissioner Duncan moved to pass (1) Entry-Level Firefighter in Deferred Deliberative Review. Commissioner Fitzpatrick seconded. The motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission Meeting of November 14, 2019 was adjourned at 10:13 AM on the motion of Commissioner Duncan; seconded by Commissioner Fitzpatrick.
CIVIL SERVICE COMMISSION:

/s/ Sylvia Murray
Sylvia Murray, Commissioner

/s/ James Fitzpatrick
James Fitzpatrick, Commissioner

/s/ Kevin Duncan
Kevin Duncan, Commissioner

/s/ Kelsey Green
Kelsey Green, Commissioner

/s/ Joseph G. Sandoval
Joseph G. Sandoval, Commissioner

/s/ Earl Peterson
Earl Peterson, Executive Director

/s/ Mindy Antol
Mindy Antol, Administrative Support Assistant IV