



DENVER
THE MILE HIGH CITY

Civil Service Commission
Police and Fire Classified Service

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MINUTES
FIRE EXAMINATION DIVERSITY REVIEW COMMITTEE*

December 8, 2015
Civil Service Commission
9:30 a.m.

Attendance

Neal Berlin, Commissioner, President
Anna Flores, Commissioner
Joseph Sandoval, Commissioner
Larry D. Trujillo, Commissioner
Earl Peterson, CSC Executive Director
Antoinette Torres-Janke, CSC H.R. Supervisor
Jeff Wilson, CSC Sr. H.R. Professional

Susan Billotte, CSC Staff HR Professional
Patricia Montanez, CSC ASA IV
Wendi Smith, Engineer DFD, Local 858
Ahmid Nunn, Lieutenant DFD
Greg Pixley, Captain DFD
Desmond Fulton, Division Chief DFD

Issue #1: Approval of Minutes

Earl Peterson called the meeting to order at 9:30 a.m. A motion to approve the minutes of August 19, 2015 was made by Commissioner Berlin; seconded by Commissioner Flores. The motion carried.

Issue #2: Entry Level & Promotional

Entry Level

Jeff Wilson updated everyone on the current status of Entry Level firefighters. There will be a spring 2016 Fire Academy of (24) candidates (max), selected from:

- Fifty (50) Entry Level Firefighters from the 2014 Eligible Register—expires July 2016
- Six (6) Cadets

Promotional

Jeff Wilson updated everyone on Fire Lt. promotional testing: Forty-six (46) out of forty-seven (47) participated.

Fire Engineer

Booth Research Group was selected to administer the Engineer exam.

- No "Rodeo" as a component of the next practical examination.
- Candidates will need truck/engineer driver's certification (as a pre-requisite) by March 31, 2016.
- Registration will run January 4-February 5, 2016.
- Orientation will be scheduled during February 2016.
- Written test—April 7, 2016.
- Practical exam—May 24-27, 2016.



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Commissioners

Federico C. Alvarez – Neal G. Berlin – Anna Flores – Joseph G. Sandoval – Larry D. Trujillo

Executive Director
Earl E. Peterson

Test will be different than before, due to changes at the "Burn" building; part of the new process concurrent with Chief Tade's request to "change things up."

Wendy mentioned issues with accurately timing the pumping evolution. She stated that there needs to be a clear and precise way for both candidates and assessors to know when the test has been completed. A suggested solution: time clock next to the pumper; or a GoPro. She also requested a change in the minimum standard for time to complete test.

Fire Captain

Booth Research Group was selected to conduct testing.

- To-date fifty-three (53) candidates have registered and are eligible.
- Orientation will be scheduled during February 2016.

Issues #3 & #4: Diversity & Recruitment

Jeff reported that there will be one (1) fall 2016 Academy, of approximately (24) candidates. Of the (approx.) 800 people who participated in the 2015 Mentoring Program, approx. 459 tested; 400 never scheduled their test.

Testing dates for individuals who complete the Mentoring Program:

- December 1-18, 2015

Antoinette suggested open testing for others from the mentoring group plus civilians in February/March with a mid-January application period.

Earl commended Division Chief Fulton for initiating the Mentoring program and captain Pixley for attracting a diverse applicant pool.

Division Chief Fulton added that DFD needs to "plant recruiting seeds earlier"—elementary school/middle school, before high school.

Capt. Pixley expressed his appreciation for the support and participation of CSC and the Commissioners, which contributed to the success of the Mentoring Program.

Issue #5: Set Next Meeting Date

The next meeting will be February 9, 2016 at 9:30 AM in Conference room 2.1.1. **(PLEASE NOTE: In January 2016, this meeting was rescheduled for February 12, 2016, due to a scheduling conflict with a PEDRC meeting)**

The meeting was adjourned at 10:30 AM.

If there are questions regarding issues discussed in this FEDRC meeting or in any other FEDRC meeting, please feel free to contact CSC Executive Director Earl Peterson or any of the HR Professionals at (720) 913-3371.

*FEDRC provides an open forum for discussion that addresses diversity, recruitment, entry level and promotional exams for the Denver Fire Department. Interested parties are encouraged to attend and provide constructive feedback to the Civil Service Commission who facilitates these discussions.

