



DENVER
THE MILE HIGH CITY

Civil Service Commission
Police and Fire Classified Service

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MINUTES
FIRE EXAMINATION DIVERSITY REVIEW COMMITTEE (FEDRC)*
December 19, 2017
Civil Service Commission
9:30am

ATTENDEES

Neal Berlin, Commissioner
Anna Flores, Commissioner
Joseph G. Sandoval, Commissioner
Earl Peterson, CSC Executive Director
Jeff Wilson, CSC Sr. HR Professional
Jeannette Giron, HR Data Analyst

Chad Burdorf, Assistant Chief DFD
Desmond Fulton, Division Chief DFD
Derrick Delgado, Lieutenant DFD
Wendi Smith, Engineer DFD, Local 858
Greg Pixley, Captain DFD, Recruiting

CALL TO ORDER

Earl Peterson called the meeting to order at 9:30am.

ISSUE #1: APPROVAL OF MINUTES

A motion to approve the minutes of October 5, 2017, was made by Commissioner Berlin; seconded by Commissioner Flores. The motion carried.

ISSUE #2: ENTRY-LEVEL & PROMOTIONAL

Promotional

Jeff Wilson updated everyone on the status of upcoming Promotional Testing:

Fire Captain

(54) individuals have registered for the Captain's exam. In response to a question posed by Commissioner Berlin, Jeff stated (35) had registered the last time the exam was given.

Fire Engineer

Registration opens January 8, 2018, and closes January 29, 2018.

Entry-Level Firefighters

Jeff Wilson updated everyone on the status of Entry-Level processing:

- Spring Academy (February 5, 2018)
 - To date, (14) Conditional Job Offers have been made
 - (1) Female turned down the offer
 - (13) Males accepted the offer
 - (3) Hispanic
 - (1) Native American
 - (2) Unspecified
 - (7) White



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Commissioners

Federico C. Alvarez – Neal G. Berlin – Anna Flores – Joseph G. Sandoval – Larry D. Trujillo
Executive Director
Earl E. Peterson

Jeff added that we expect to get more Conditional Job Offers from the Executive Director of Safety, soon. Commissioner Berlin asked why the (1) female turned down the offer; Jeff replied that she had gotten a job in Castle Rock, nearer to where she lives. Chief Fulton added, that in the first year on the job, Denver is \$20,000+ lower than some neighboring departments. Others are offering signing bonuses, as incentives. He noted that all departments are recruiting from the same pool of applicants, so competition is fierce.

Earl mentioned that DPD increased Recruit pay by \$5,000. In addition, DPD plans to adjust the structure/requirement for their lateral program to attract more applicants; the proposed change will require an initiative on the ballot in November.

Jeff reported that (1) Fire Mechanic had been hired; his start date is January 8, 2018.

ISSUE #3: Applicant Selection & Non-Selection/Academy & FTO Issues

Chief Fulton raised the issue of revising Commission Rule 3, which deals with distribution of hard and soft drugs, including medical use of marijuana. This was a follow-up to the discussion held at the most recent Civil Service Commission meeting. Earl noted that CSC and the City Attorney's Office will be drafting new verbiage for Rule 3, for review at the next Commission meeting.

ISSUE #4: Diversity & Recruitment

Earl reported that a Fire application opened on December 18, 2017 for individuals who had attended special 7-hour Orientation/Mentoring sessions September-December 2017.

He noted that for the February 5, 2018 Fire academy, of the approx. (36) individuals most recently invited on for processing, approx. (27) withdrew/dropped out/didn't complete required paperwork. Commissioner Sandoval asked why so many withdrew. Chief Fulton responded that the recruiters followed up; some individuals realized fire department wasn't for them; a few were not physically prepared; some realized they had not been truthful in their background information. Captain Pixley indicated that he had collected data on that information. Commissioner Berlin requested that the data collected by recruiters, be presented at a future Commission meeting.

Earl mentioned that after the January/February Firefighter testing cycles for individuals from the Orientation/Mentoring sessions, there will be an open application & testing (late February) for the public. After we analyze the data and results, we will determine if we need to have another cycle of Orientation/Mentoring sessions & testing, followed by another open application & testing.

The goal is to keep the applicant pool fresh and engaged, which was a drawback to the previous 2-year testing cycle and Examination list.

Lt. Delgado asked how many people were actively involved in CAP. Captain Pixley responded that out of the original (30) participants, (18) were active, very diverse, and would complete their (240) hours. He hopes to continue the program with new participants after the current testing cycles are complete; he added that at each orientation session, several people expressed their interest in CAP.

Earl noted that more resources could be targeted to the Cadet Program, as it is a solid diverse feeder pool for both DFD and DPD.

Wendi reported that feedback from the Academy indicated that the last few classes of individuals, further down the Examination List, were some of the best they've had. She asked, if we intend to continue the Orientation/Mentoring sessions and yearly (vs. 2-year) testing, should attendees repeat the sessions each year or move on to other engagement & preparation (i.e. ride-along). Chief Fulton & Earl responded that this was a matter for further discussion between Civil Service and DFD Administration.

ISSUE #5: Open Discussion

Earl commended recruiters on their hard work, and the diversity of the Orientation/Mentoring session participants.

Commissioner Trujillo opened a discussion on promotional seniority points being given not just for years of service, but also for commitment to the community. Lt. Delgado noted that it was an ongoing conversation, especially as the DFD is changing their Mission Statement to be specific to core values. Fire service is no longer just responding to structure fires; it includes many layers of service to the community.

Earl suggested that a Disciplinary History Assessment component be added to the DFD promotional process, as well. Chief Fulton noted that DFD Administration and F.I.R.E. would meet to draft a Disciplinary History Assessment matrix.

Earl added that there will be a proposed Rule change to indicate the maximum number of points that can be added to an entry-level applicant's score.

ISSUE #6: Set Next Meeting Date

The next meeting will be held on Tuesday, March 13, 2018 at 9:30 AM.

The meeting was adjourned at 10:30am, on the motion of Earl Peterson; seconded by Commissioner Flores

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.

