MINUTES
FIRE EXAMINATION DIVERSITY REVIEW COMMITTEE (FEDRC)*
March 13, 2018
Civil Service Commission
9:30am

ATTENDEES
Anna Flores, Commissioner
Larry D. Trujillo, Commissioner
Earl Peterson, CSC Executive Director
Antoinette Torres-Janke, HR Manager
Jeannette Giron, HR Data Analyst
Chris Marez, HR Technician II
Susan Billotte, HR Technician II
Chad Burdorf, Assistant Chief DFD
Desmond Fulton, Division Chief DFD
Wendi Smith, Engineer DFD, Local 858
Greg Pixley, Captain DFD, Recruiting
Derrick Delgado, Lieutenant DFD
Rodney Sherrod, Lieutenant DFD
Sean Baker, Lieutenant DFD

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 December 19, 2017, was made by Commissioner Flores; seconded by Commissioner Trujillo. The motion carried.

ISSUE #2: ENTRY-LEVEL & PROMOTIONAL

Entry-Level Testing—Update
Susan Billotte updated everyone on the status of Entry-Level application and testing for a Fall 2018 academy, scheduled for July 23, 2018.

- (3) groups are being processed: (2) from recruiting’s orientation sessions; (1) open-application
- 1400 (approx.) individuals applied from all (3) groups
- Out of those who qualified to test, scheduled their test, and tested, (182) were at or above the cutoff of 95.1766, and are being processed

Susan noted that the (2) orientation groups were more diverse (gender & ethnicity) than the open-testing group. Chris Marez presented a demographic breakdown.

Chief Fulton presented statistics indicating greater diversity achieved through orientation/mentoring than open-application. He commended the efforts of recruiters Greg Pixley and Ahmid Nunn.

Lt. Delgado asked about the status of a new entry-level firefighter test being developed. Captain Pixley added that the CWH Study Guide on the CSC website was outdated and needs to be removed. Earl noted that a new test would not be developed and implemented until late 2019.
Promotional Exams—Update
Antoinette updated everyone on the schedule of upcoming promotional exams registration and testing, including Fire Engineer and Fire Captain. (58) have registered for Engineer; (64) have registered for Captain. She added that an RFP for Assistant Fire Chief will be going out shortly, for testing in late 2018.

Seniority Points
Earl opened the discussion and raised the question of whether Seniority Points should be modified to require more time in rank. Seniority Points currently 5 (except for Fire Lt., increased to 6 by court order, to reduce negative impact on minorities). Lt. Delgado shared feedback he has received from individuals who have been promoted and wished they had had more time in their position before being promoted.

Earl suggested that the matter of seniority points be continued to the next meeting.

Earl mentioned that there were (4) candidates for Jeff’s position currently being interviewed.

ISSUE #3: Applicant Selection & Non-Selection/Academy & FTO Issues
Lt. Delgado asked about the timeframe for the next entry-level firefighter testing cycle. Earl responded that the following testing schedule was being considered:
• 4th quarter 2018, for attendees of recruiter orientation sessions April-December 2018
• 1st quarter 2019, open application

Chief Fulton noted that the current DFD academy was “going well; there were no issues.”

ISSUE #4: Diversity & Recruitment
Earl offered a few recruiting ideas for consideration:
• Required attendance at orientation sessions
• EMT certification
  o Sponsored by the City & County of Denver for Denver residents (to mitigate the financial burden)
• Special training
  o Emotional Intelligence
  o Tips on how to be a successful Denver firefighter

ISSUE #5: Open Discussion
Antoinette expressed appreciation for all the SMEs who have been participating in the preparation of the various promotional exams; she asked Chief Fulton to pass that information along to Chief Tade.

ISSUE #6: Set Next Meeting Date
The next meeting will be held on Tuesday, May 1, 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.