



**Civil Service Commission**  
Police and Fire Classified Service  
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**MINUTES**  
**POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE\***

**February 6, 2013**

**CIVIL SERVICE COMMISSION**

**ATTENDEES**

Neal Berlin, CSC Commissioner  
Earl E. Peterson, CSC Executive Director  
Antoinette Torres-Janke, CSC Human Resources Administrator  
Brian Kellogg, CSC Sr. Human Resource Professional  
Jeff Wilson CSC Sr. Human Resource Professional  
Chanda Turnbull, CSC Human Resource Professional  
Felisa Urdiales, Staff Human Resource Professional  
Lieutenant Ronald Thomas, DPD  
Sergeant Eric Knutson, DPD Training Academy  
Technician Reyes Trujillo, DPD; Denver Police Latino Organization

**ISSUE #1: APPROVAL OF MINUTES**

The meeting was called to order. A motion was made by Civil Service Commission (CSC) Executive Director, Earl Peterson and so moved by Commissioner Neal Berlin (CSC) and seconded by Jeff Wilson (CSC) to approve the minutes of November 14, 2012. The motion carried.

**ISSUE #2: PROMOTIONAL AND ENTRY-LEVEL UPDATES**

▪ **PROMOTIONAL**

Chanda Turnbull (CSC) Police Sergeant promotional exam is in process. CSC staff will be meeting with Chief White and the consultants to work on reading list.



An Equal Opportunity Employer  
**Commissioners**  
Neal G. Berlin – Anna Flores – Cecilia E. Mascarenas – Hillary Potter – Matthew Spengler  
**Executive Director**

- **ENTRY-LEVEL**

Lateral processing: In regards to the requested April 15 Police Academy, Chanda Turnbull (CSC) indicated she started with 60 lateral applicants and now has 20 backgrounds to the Commissioners who are scheduled to vote on the files at the February 15, 2013 Commission meeting. Another 5 lateral applicant files are still being processed for consideration to the April 15 police academy. To date 135 lateral applicants (40 from out-of-state) have signed up for the 2013 police processing for academies expected this fall/winter. CSC will also accommodate walk-in applicants if space is available. Earl Peterson (CSC) indicated that the Department might want a lateral only academy In September if there is enough of an applicant pool.

Sergeant Knutson (Denver Police Academy) said Commander Rhonda Jones in now heading the Police Academy and they are gearing up for the April 15 academy of 40entry-level, cadet, reserve and lateral applicants.

Brian Kellogg (CSC) stated over 400 police applicants were initially invited on for processing. There are now only 135 entry-level applicants left in the process however diversity looks good; 12% African American, 30% Hispanic,, 14% female. Brian noted the physical ability test is scheduled for February 7<sup>th</sup> . A second physical ability test will be held February 26<sup>th</sup>, so those applicants that fail on the 7<sup>th</sup> will have a second opportunity to take the physical ability test. Brian also noted that CSC sent out an e-mail to current applicants from the 2012 list to encourage them to re-apply for the 2013 police testing in March and April.

Earl stated that CSC will process requests from Police applicant for juvenile exemption request as they come in. If they are disqualified at the time of application and are later approved for an exemption, their appointment slot will still be reserved in the system.

### **ISSUE #3: RECRUITMENT UPDATES**

None

### **ISSUE #4: DIVERSITY**

Earl stated that Commander Les Perry (DPD) and the Police Latino group are doing mentoring and that CSC will address any employee group requests for special testing dates.

Technician Reyes, (DPD) put out a notice for testing to the National Hispanic Organization.

Antoinette Torres-Janke (CSC) stated people are encouraged to sign-up as walk-ins since CSC does have a few openings every day of testing.

## NEXT SCHEDULED MEETING

Wednesday, May 22, 2013 at 9:30 a.m. Location to be announced.

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If there are questions regarding issues discussed in this PEDRC meeting or in any other PEDRC meeting, please feel free to contact Civil Service Commission Executive Director Earl Peterson or any of the Commission Analysts at (720) 913-3370.

PEDRC: An informal committee of representatives from Police employee groups, Police administration and the Commission. Sponsored by the Commission, its purpose is to provide a vehicle to foster two-way communication on matters related to promotional and entry-level examinations, diversity and other areas of interest to members of the Classified Service. Attendance is open to any member of the Classified Service.

