



Civil Service Commission
Police and Fire Classified Service

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MINUTES
POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE (PEDRC)*
November 9, 2015
CIVIL SERVICE COMMISSION

ATTENDEES

Neal Berlin, CSC Commissioner	Jeanette Madrid, CSC Associate HR Professional
Anna Flores, CSC Commissioner	Barb Archer, Commander, DPD
Larry D. Trujillo, CSC Commissioner	Betty Hale, DPD (for Chris Parker)
Earl E. Peterson, CSC Executive Director	Todd Fuller, Lt. DPD
Jeff Wilson, CSC Senior HR Professional	Anthony Norman, DPD Recruiter
Felisa Urdiales, CSC Senior HR Professional	Eranda Piyasena, DPD Technician

ISSUE #1: APPROVAL OF MINUTES

Earl Peterson called the meeting to order at 9:30am. Commissioner Flores made a motion to approve the minutes of August 12, 2015, Commissioner Berlin seconded the motion. The motion carried.

ISSUE #2: PROMOTIONAL, LATERAL, AND ENTRY-LEVEL UPDATES

• **PROMOTIONAL**

Jeff Wilson led the discussion on promotional updates. He stated that on Friday, November 6, 2015, the Commission approved the bid of Booth Research Group and awarded them the contract to conduct the 2016 Police Lieutenant Examination.

Jeff added that September's Assessment Centers for 2015 Police Sergeant went very well. Eranda Piyasena shared (from personal experience) that the process from start to finish is very long (6+ months) and intense.

Commissioner Trujillo expressed his interest in learning more about the DPD recruitment and hiring process. He added that when he was DFD Chief he was very involved in the process of recruiting, testing and hiring firefighters; however, he is unaware of the similarities and/or differences with the practices/procedures for DPD.

Jeff explained the differences in Promotional testing for Fire and Police, in that Police written portion has (2) parts: job knowledge, and situational judgement (to assess managerial skills).

Tech Piyasena mentioned that he recently attended promotional testing in Oklahoma City, where the department conducts the testing itself, not through an outside firm. He added that the assessment sessions were not videotaped in Oklahoma City, as they are in Denver. They rely entirely on 3-person Assessor evaluations. He suggested that it might be valuable to CSC to hear more about the ways in which other departments nationwide conduct assessments. CSC could get this feedback from Assessors we use who have participated in sessions in other jurisdictions.

Commissioner Flores raised concerns about health/well-being of retirees from both DPD and DFD. She also stated that it's very important to maintain high health/physical ability standards throughout a police officer's and firefighter's tenure with DPD and DFD, to ensure a positive outcome at retirement. Earl added that the average lifespan after



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Executive Director
Earl E. Peterson

retirement is about ten (10) years. Commissioner Trujillo speculated that a lack of medical coverage after retirement might contribute to this statistic. Earl added that adoption of a national CPAT test has helped DFD hire more physically fit firefighters. In addition, in conjunction with Risk Management, DFD is looking into a stress test to be administered to candidates to validate acceptable physical health/ability.

- **LATERAL AND ENTRY-LEVEL**

Felisa Urdiales covered Lateral and Entry-Level updates explaining that the Civil Service Commission is processing one (1) Academy, as follows:

- December 28, 2015 Academy—currently (77) names have been submitted for (50) slots. An additional three (3) applicant files will be sent to Commissioners; hopefully they will be passed, for a total of (80). Originally, (450) applicants had been called on for further processing. Earl added that the attrition rate is largely due to the quality of the applicant pool in Denver. He further stated that it's a challenge to departments nationwide to get qualified applicants.
- Tech Piyasena added that DPD efforts in recruitment, marketing, and advertising have been more extensive than ever. He also remarked that there is a great deal of competition among local departments for applicants.
- Felisa added that she was currently awaiting 2016 budget information from Commander Archer and direction about the make-up of the next academy: Entry-Level, Lateral, or a combination of both.
- Tech Piyasena added that marketing and recruitment efforts earlier (October) helped in testing, as it didn't conflict with the holiday season (which typically starts in November).
- Earl and Jeff reported on the status/number of Cadets being considered for upcoming academies. Currently there are a total of six (6) being processed for spring 2016 DFD Academy.

ISSUE #3: DIVERSITY RECRUITMENT UPDATES

Tech Piyasena reported on the \$75,000 grant opportunity from the Community Oriented Policing Services of the U.S. Department of Justice (letter attached). He added that the DPD has been very progressive in their recruiting and marketing efforts. He mentioned that other departments are looking at the efforts of DPD as a model for their recruiting & marketing programs. Commissioner Flores asked Technician Piyasena to please let Commissioners know what they can do to help.

Earl led a discussion on pre-screening individuals to get a more qualified pool to invite for testing.

ISSUE #4: NEXT SCHEDULED MEETING:

Tuesday, February 9, 2016 at 9:30 a.m.
WEBB MUNICIPAL BUILDING, 2th Floor, Room 2.I.1

The meeting adjourned at 10:30am.

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

*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.