



**DENVER**  
THE MILE HIGH CITY

**Civil Service Commission**  
Police and Fire Classified Service

Webb Municipal Building, 2nd Floor  
201 W. Colfax Ave, Dept 1208  
Denver, CO 80202-5332  
P: 720-913-3370  
F: 720-913-3373  
[www.denvergov.org/civilservice](http://www.denvergov.org/civilservice)

MINUTES  
POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE (PEDRC)\*  
February 9, 2016  
CIVIL SERVICE COMMISSION

**ATTENDEES**

Anna Flores, CSC Commissioner  
Larry D. Trujillo, CSC Commissioner  
Earl E. Peterson, CSC Executive Director  
Jeff Wilson, CSC Senior HR Professional  
Felisa Urdiales, CSC Senior HR Professional

Susan Billotte, CSC Staff HR Professional  
Patricia Montanez, CSC ASA IV  
Anthony Norman, DPD Recruiter  
Eranda Piyasena, DPD Technician

**ISSUE #1: APPROVAL OF MINUTES**

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

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

**PROMOTIONAL**

Jeff Wilson reported that registration for 2016 Police Lieutenant Examination would be opening later in February, 2016.

**LATERAL & ENTRY-LEVEL**

Felisa Urdiales presented Lateral and Entry-Level updates explaining that the Civil Service Commission is processing one (1) June 2016 Police Academy, as follows:

- (450) applicants invited for February 2016 testing
  - (40) Lateral
  - (160) Entry-Level
  - (170) Out-of-State combination—Lateral & Entry-Level

Technician Norman shared resumes of some of the applicants invited to test in February; they represent the top (170) out of (350) resumes reviewed by recruiters. The balance of applicants (approx.180), may be invited to test in the future. Recruiters have been working hard and actively pursuing new applicants. These (350) resumes are from applicants new to the DPD process. Technician Norman added that many police applicants who come through for Deliberative Review, have been previously passed over for the Sherriff Dept. by the Executive Director of Safety.

Felisa stated that the June 27, 2016 Police Academy will be comprised of (20) Lateral and (30) Entry-Level applicants. There will be another late 2016 Police Academy of (35) Entry-Level applicants. Two more Police Academies are anticipated for 2017: March/April, September/October.



**An Equal Opportunity Employer**  
**Commissioners**

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

**Executive Director**  
Earl E. Peterson

### **ISSUE #3: APPLICANT SELECTION & NON-SELECTION**

Technician Piyasena mentioned that much of the DPD recruitment efforts are made during the summer months, including conferences, job fairs, and school events. Better pre-screening methods are creating a lower attrition rate from application step.

Earl gave a brief overview of criteria/perspective/philosophy that informs the Commission review process.

Earl reported that Chief White wants corrective measures/mentoring included in FTO plans vs. termination/firing. Also, Chief White wants to see earlier identification of personnel issues (i.e. emotional intelligence). Commissioner Trujillo added that mentoring, videos, programs to prepare applicants for the Academy could be helpful in identifying and preventing potential problems in the future.

### **ISSUE #4: DIVERSITY/RECRUITMENT UPDATES**

Technician Piyasena reported that DPD was awarded the \$75,000 grant from the Community Oriented Policing Services of the U.S. Department of Justice.

He shared that DPD was experiencing challenges in connecting with certain neighborhood organizations. Jeff Wilson asked him, which recruitment efforts were the most successful. Tech Piyasena responded that social media was the most successful, as indicated by the 30,000 views on the DPD website.

Commissioner Trujillo suggested creating a comparison chart of salaries and benefits packages between DPD and private industries, as a way to attract applicants.

Earl added that there would be further discussion of police recruiting at the Chief level, at the next Commission Meeting.

### **ISSUE #5: NEXT SCHEDULED MEETING**

Tuesday, April 26, 2016 at 9:30 a.m.

WEBB MUNICIPAL BUILDING, 2th Floor, Room 2.I.1

The meeting was adjourned at 9:55 am.

---

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.