



**DENVER**  
THE MILE HIGH CITY

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

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MINUTES  
POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE (PEDRC)\*  
March 2, 2017  
CIVIL SERVICE COMMISSION

**ATTENDEES**

Neal Berlin, CSC Commission President  
Anna Flores, CSC Commissioner  
Larry D. Trujillo, CSC Commissioner  
Antoinette Torres-Janke, HR Supervisor  
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  
Eranda Piyasena, DPD Recruitment  
Anthony Norman, DPD Recruitment  
John Coppedge, DPD Lieutenant  
Eric Knutson, DPD Sgt. Recruitment

**1. APPROVAL OF MINUTES**

Earl Peterson called the meeting to order at 9:30 am. Commissioner Trujillo made a motion to approve the minutes of December 8, 2016, Commissioner Flores seconded the motion. The motion carried.

**2. PROMOTIONAL & ENTRY-LEVEL UPDATES**

**PROMOTIONAL**

Jeff Wilson reported that the Police Sergeant Assessment Center will be later in September than originally scheduled. He announced that FirstIdea (formerly Booth Research Group) was awarded the contract.

**LATERAL & ENTRY-LEVEL**

Felisa Urdiales reported that (66) files were sent to DPD for review and consideration. Of those, (16) were previously Passed Over once: (49) have department interviews scheduled; one (1) more needs to be scheduled.

To fulfill DPD's request for (100) files, the CSC Commissioners will be voting on (15) more at the next Commission Meeting; another (28) files are due to CSC from background investigators; two (2) additional individuals are in process, having been deferred from the last academy.

Felisa noted that a special recruiter-driven application had been opened in February, followed by an open application for the general public, which closed February 27, 2017. As a result, (925) individuals applied; (274) were immediately disqualified (mostly due to Marijuana use). CSC will schedule (643) individuals within the (714) spots available.



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

Lieutenant Coppedge asked how many Lateral Police Officers were currently in process. Patricia Montanez responded that there were ten (10). Lt. Coppedge noted that twelve (12) Laterals would be entitled to an academy of their own.

### **3. APPLICANT SELECTION & NON-SELECTION, ACADEMY & FTO ISSUES**

Earl mentioned that Aurora had recently lowered their drug-related disqualifiers; from a three-year restriction to 1-year for soft drugs, and from a five-year restriction to three-years for hard drugs. Sergeant Knutson added, that he'd heard from Aurora that they had a 50% washout rate due to self-reporting drug use.

Earl praised DPD recruiters for their efforts and success. He added that CSC has taken a tougher file-review policy that disqualifies applicants during the Polygraph phase; this eliminates some of the issues that have occurred in the Suitability phase, and personally negatively impacted the Psychologists.

Lt. Coppedge mentioned that there was an increased focus on Emotional Intelligence (EI) at the Academy and FTO/PTO levels. Sgt. Knutson noted that DPD loses most trainees at the FTO/PTO level for low EI scores.

Lt. Coppedge added that trainees complete weekly self-assessment reports, which provide DPD with a tangible assessment tool, especially in areas of self-awareness, self-control, and other sub-sets of stress. He suggested that EI questions could be added to one of the initial screening/testing phases, such as the Behavioral Questionnaire. Technician Piyasena stated that DPD would get back to CSC with a few suggested questions to be added.

### **4. DIVERSITY/RECRUITMENT UPDATES**

Technician Norman reported that the current academy is very diverse.

Technician Piyasena updated everyone about the OMNI research project. Commissioner Berlin asked whether or not Mayor Hancock's Saturday Job Fair was helpful for DPD recruiting. Technician Piyasena responded that it was somewhat helpful. He added that the research grant will expire August 31, 2017.

### **5. NEXT SCHEDULED MEETING**

Thursday, May 4, 2017 at 9:30 am in the Denver Post Building, 7th Floor, Room 761.

The meeting was adjourned at 10:04 am.

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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 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.