



Civil Service Commission
Police and Fire Classified Service

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MINUTES
POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE (PEDRC)*
April 26, 2016
CIVIL SERVICE COMMISSION

ATTENDEES

Neal Berlin, CSC Commission President
Anna Flores, CSC Commissioner
Larry D. Trujillo, CSC Commissioner
Joseph Sandoval, 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
Matthew Lunn, DPD Management Analyst III

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 February 9, 2016, Commissioner Trujillo seconded the motion. The motion carried.

INTRODUCTIONS

Matthew Lunn introduced himself; he is a new DPD hire, tasked with analyzing the police officer evaluation process.

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

PROMOTIONAL

Jeff Wilson reported that there are (66) applicants in process for the 2016 Police Lieutenant Examination: (72) applied, (5) withdrew, (1) failed disciplinary assessment. He added that under DPD Chief White, the department is not currently using the promotional category of "Captain," preferring to promote more candidates to Lieutenant.

LATERAL & ENTRY-LEVEL

Felisa Urdiales presented lateral and entry-level updates explaining that the Civil Service Commission is processing (3) groups of applicant for (2) Academies: July 11, and October 31, 2016. Special testing is being conducted this week for applicants personally recruited by Technician Norman. There will be an open application launched in May for June testing for the fall Academy, and July testing for a spring 2017 Academy.

Technician Norman added that the current academy is "a really good class."



3. APPLICANT SELECTION & NON-SELECTION

Earl praised the recruiters' process improvements, including collecting & reviewing resumes and conducting pre-screening telephone interviews. He added that CSC & DPD are employing more creative, innovative techniques, and flexibility in recruiting and testing.

Commissioner Trujillo mentioned that he'd attended a recent Physical Ability Test; he suggested an improvement would be dragging the "body" further than five (5) feet.

Commissioner Flores reiterated her ongoing concern about DPD helping police officers maintain good health and fitness after retirement.

4. DIVERSITY/RECRUITMENT UPDATES

Technician Norman reported that he would be attending a day-long workshop: "My Brother's Keeper," an initiative of President Obama's.

He added that DPD recruiters are reaching out to minority churches (Zion Baptist, Shorter, New Hope) and the ministry alliance, and placing ads on 107.1 radio.

5. NEXT SCHEDULED MEETING

Tuesday, August 23, 2016 at 9:30 a.m. in the Webb Building, 2th Floor, Room 2.I.1.

NOTE: the location may change when CSC moves to the Denver Post building (currently scheduled for August 2016).

The meeting was adjourned at 10:10 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.