



DENVER
THE MILE HIGH CITY

Civil Service Commission
Police and Fire Classified Service

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MINUTES
POLICE EXAMINATION DIVERSITY REVIEW COMMITTEE (PEDRC)*
May 4, 2017
CIVIL SERVICE COMMISSION

ATTENDEES

Neal Berlin, CSC Commission President
Anna Flores, CSC Commissioner
Joseph G. Sandoval, Commissioner
Larry D. Trujillo, CSC Commissioner
Antoinette Torres-Janke, HR Manager
Earl E. Peterson, CSC Executive Director
Jeff Wilson, CSC Senior HR Data Analyst

Felisa Urdiales, CSC Senior HR Data Analyst
Susan Billotte, CSC HR Technician II
Patricia Montanez, CSC ASA IV
Chris Avitia, DPD Recruitment
Anthony Norman, DPD Recruitment
Eric Knutson, DPD Sgt. Recruitment

1. APPROVAL OF MINUTES

Earl Peterson called the meeting to order at 9:30 am. Commissioner Berlin moved to approve the minutes of March 2, 2016, Commissioner Flores seconded the motion. The motion carried.

2. PROMOTIONAL & ENTRY-LEVEL UPDATES

PROMOTIONAL

Jeff Wilson reported that registration for the Police Sergeant exam opened Monday, May 1; to-date (114) individuals had applied. He added the following key dates:

- June 2—Application closes
- June 27—Disciplinary History Assessment
- July 25—Written Exam
- September 12-15, 18-20—Assessment Center

LATERAL & ENTRY-LEVEL

Felisa Urdiales distributed demographic information about the May Academy. She reported that on the second day of the academy, a lateral recruit quit. An open conversation ensued about wellness, and spiritual & physical health:

- Wellness & Resiliency Peer Support Program has been in effect since 1982 w/dedicated Sergeant assigned to run it
- (16) hours of comp time is available for Army Physical Fitness Program (APFP)

Sgt. Knutson noted that nationally, police departments are not able to hold officers accountable for their physical ability and health, due to the unions and other employee groups.



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

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

Felisa presented a breakdown of applicants from February and April testing cycles:

- February 2017
 - 925 applied
 - 274 disqualified
 - 643 sent scheduling email
 - 373 didn't schedule/"no-show" to test
 - 270 invited to complete background history (iFORMS)
 - 210 incomplete
 - 161 in process
- April 2017
 - 107 applied
 - 20 disqualified
 - 87 testing May 15-16

Sgt. Knutson noted that at 10% or lower, DPD's academy drop-out rate was much better than other departments nationwide.

4. DIVERSITY/RECRUITMENT UPDATES

Sgt. Knutson recommended that applicants be required to review the video portion prior to application.

Commissioner Sandoval suggested DPD implement Orientation sessions like the ones DFD holds.

Anthony Norman mentioned that there were opportunities for DPD Recruitment:

- Reduce 50% no-show rate for testing
- (120) for both days—open house attendance

Sgt. Knutson added that he was hopeful that in the future the process from application to hire could be reduced to less than (6) months.

Felisa distributed a flow chart of the CSC Police process.

5. OPEN DISCUSSION

Commissioner Trujillo commended Recruitment for the recent group of files the Commissioners reviewed. He added that he expects the best and brightest to come. Sgt. Knutson added that the current academy is proof of that statement.

Antoinette mentioned billboards she'd seen in Las Vegas hotels & casinos when she was there for the IPMA convention; they were recruiting ads sponsored by local businesses. She suggested that DPD get corporate sponsors for recruiting.

Felisa requested advance information about 2018 academy dates, so she can schedule processing accordingly. Sgt. Knutson responded that there will be (2) classes of (50) in late April/early May 2018, and mid/late October 2018, including (10) laterals.

6. NEXT SCHEDULED MEETING

Thursday, August 17, 2017 at 9:30 am in the Denver Post Building, 7th Floor, Room 761.

The meeting was adjourned at 10:45 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.