

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – MARCH 20, 2014 MEETING No. 289

Commissioners Present: Cecilia Mascarenas, President
Neal G. Berlin, Vice-President
Anna Flores, Commissioner
Hillary Potter, Commissioner
Federico Alvarez, Commissioner

Staff Present: Earl Peterson, Executive Director
Antoinette Torres-Janke, HR Supervisor
Brian Kellogg, Senior H.R. Professional
Jeff Wilson, Senior H.R. Professional
Felisa Urdiales, Associate H.R. Professional
Jeannette Madrid-Echave, Staff H.R. Professional

Guests: Robert Wolf, City Attorney
Jess Vigil, Deputy Director, Department of Safety
Eranda Piyasena, Technician, DPD
Rand Keller, Technician, DFD
Steve Holtz, Captain, DFD
Rodney Sherrod, Lieutenant, BPF, DFD

Given that President Mascarenas was delayed, Vice-President Berlin called the meeting to order at 9:35 a.m. Commissioners Alvarez, Potter and Flores were present.

Opening:

The Commissioners approved the minutes of the meeting on March 7, 2014.

New Business:

- Approval of Cut-off Score for 2014 Denver Mechanic Written Examination

Commissioner Potter made a motion to approve the Cut-Off Score for the 2014 Denver Mechanic Written Examination seconded by Commissioner Flores. The motion passed unanimously.

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Informational Items:

- Executive Director Report:

On March 4, 2014, Earl and Jeff Wilson met with Don Ronyak, Office of the Executive Director of Safety along with three Cadet Leaders to formulate a promotional process for Cadet Leaders. Earl noted Cadet Leaders will be used as Subject Matter Experts (SME) to determine the qualities Don and the Department of Safety would prefer. They hope to have this developed by Fall of 2014. Additionally, plans will be made to expose the Cadets to the physical elements of testing in order to raise awareness as to what the Cadets should expect from Fire and Police professions.

Earl stated that the Civil Service Commission has been understaffed for the last six years and due to the increased work load, would like to hire additional support staff. Earl noted that he and Antoinette Torres-Janke met with the department's budget analyst to justify the staff increase and felt hiring another support staff member could occur as early as June and no later than October 2014 if approved by budget.

Earl shared the demographics for the 2014 Fire process with the comparison of the 2012 Fire process. Commissioner Potter commented it was unfortunate the number of applicants failing the exam were African-American, Latinos and Asians. Earl noted there is a need for more tutoring and mentoring during the process to assist applicants with test anxieties. The Commission has already extended the opportunity to expand the mentoring program with Captain Fulton for the Denver Fire Department.

- Calendar –

The March 21, 2014 Civil Service Commission meeting was rescheduled for March 20, 2014 at 9:00 at the Wellington Webb Building, 7th Floor, Room 7.F.9.

- Comments from Commissioners:
- Comments from Staff/Public:

Deputy Director Jess Vigil congratulated the City for prevailing in a lawsuit held in the Supreme Court regarding Denver Fire Department's disciplinary matrix. Jess stated he continues to manage the Denver Sheriff's disciplinary actions and commented the process has been successful with the use of Denver Police's model for discipline.

Technician Eranda Piyasena stated Commander Perry's mentoring program passed the Denver Police exam with decent numbers. Eranda noted the number of passing applicants have increased from prior years.

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Executive Session:

As a result of the Preliminary Review of Police Officer Applicant Files in Executive Session, Commissioner Berlin made a motion, to discontinue the testing and screening process for two (2) Police applicants, seconded by Commissioner Alvarez. The motion passed unanimously.

Open Session:

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of March 7, 2014 was adjourned at 10:45 a.m.

CIVIL SERVICE COMMISSION:

Cecilia Mascarenas, Commissioner/President

Neal G. Berlin, Commissioner/Vice-President

Anna Flores, Commissioner

Hillary Potter, Commissioner

Federico Alvarez, Commissioner

ATTEST: _____
Earl E. Peterson,
Executive Director

Jeannette Madrid-Echave, Staff H.R.
Professional