

## RECORD OF PROCEEDINGS

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### CIVIL SERVICE COMMISSION DENVER, COLORADO – APRIL 4, 2014 MEETING No. 291

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: Andrea Kershner, Assistant City Attorney  
Bill Mitchell, Lieutenant, DPD  
Rand Keller, Technician, DFD  
Steve Holtz, Captain, DFD  
Rodney Sherrod, Lieutenant, BPF, DFD  
Desmond Fulton, Captain - DFD  
Estevan Valdez, Technician - DPD  
Sylvia Sich, Captain - DPD  
Anthony Parisi, Sgt. – DPD  
Shawn Fettig, Mgmt. Analyst, DPD

President Mascarenas called the meeting to order at 9:35 a.m. Commissioners Mascarenas, Berlin, Potter, Alvarez and Flores were present.

#### **Opening:**

The Commissioners approved the minutes of the meeting on March 20, 2014.

#### **New Business:**

#### **Informational Items:**

- Executive Director Report:

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Saturday, March 29, 2014 and Sunday, March 30, 2014 Earl Peterson and Jeff Wilson administered the Denver Fire Mechanic practical exam. Of the seventeen candidates, sixteen attended. Exam results will be reviewed with Denver Fire for the selection of one civil position to be hired in July. Earl thanked Jeff Wilson and Paul Brekus for facilitating the assessment center set-up for the exam. Earl noted the position for Fire mechanic is a unique position that requires more than just knowledge of being a mechanic.

On April 2, 2014 Earl Peterson, Lt. Bill Mitchell and Ray Sibley, Director for Loss Prevention met with Deputy Chief Klee to review the physical limitations affecting Denver Police academy classes. The Denver Police Academy had some issues and concerns regarding candidates who have been unable to perform in the academy for various medical reasons. Additional screening and increased costs would be necessary to address these medical concerns. Lt. Mitchell added the costs are far greater to the department once they have been employed, if the medical condition is not identified sooner than later.

Earl stated he continues to work with Don Ronyak, Recruitment Manager for the Department of Safety on a promotional process for the Denver Police Cadets as mentioned previously. Situational judgment questions have been created and the process will continue to progress in order to provide a written exam. Earl thanked Don and has enjoyed working with the Cadet SME's during the process.

On April 3, 2014 Earl Peterson along with Commissioners Potter, Flores, Mascarenas and Alvarez attended the Denver Fire Promotion Ceremony. Mayor Michael Hancock, Stephanie O'Malley, Executive Director of the Department of Safety and Chief Tade, Denver Fire Department presented at the ceremony. Earl expressed his appreciation for the Mayor attending the ceremony and believes his presence was well received by the candidates. Commissioner Mascarenas noted that it was a good feeling to have input on candidates selected for Denver Fire.

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

Captain Fulton thanked Earl Peterson, Antoinette Torres-Janke and the Commissioners for all the support they provide to Denver Fire and new candidates.

Commissioner Mascarenas mentioned she met Denver Police Technician Estevan Valdez's sister who was selected for Denver Fire. Commissioner Flores was impressed with Technician Valdez's family as well.

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Lt. Rodney Sherrod stated that he is a member of FIRE (FireFighters Incorporated for Racial Equality) and the new Executive Director spoke to the association about new ideas for them. Lt. Sherrod suggested facilitating management training that would include Denver Police and the Denver Sheriff's Department in order to bridge the relationship between the departments. Commission Mascarenas added that she thought this was a great idea and hopes that it takes place.

### **Executive Session:**

- Disciplinary Appeal Update
- Entry-level Police Officer Applicants – Preliminary File Review
- Lateral Police Officer Applicants – Final Deliberative Review
- Entry-level Police Officer Applicants – Final Deliberative Review
- Review Updated Background for Applicant

### **Open Session:**

As a result of the Entry-level Police Officer Applicants – Preliminary File Review in Executive Session, Commissioner Berlin made a motion, to deny two (2) Entry-level Police applicants from further consideration in the testing and screening phases. The motion was seconded by Commissioner Alvarez and the motion passed unanimously.

As a result of the Lateral Police Officer Applicants – Final Deliberative Review in Executive Session, Commissioner Berlin made a motion, to approve seventeen (17) and to deny six (6) Lateral Police Officer applicants. The motion was seconded by Commissioner Alvarez and the motion passed unanimously.

As a result of the Entry-level Police Officer Applicants – Final Deliberative Review in Executive Session, Commissioner Berlin made a motion, to delay the review on one (1) Police Officer applicant file pending additional information; to approve one (1) Cadet file; to approve one (1) Reserve Police Officer file; to approve six (6) Police Officer applicant files and to deny eleven (11) Police Officer applicants. The motion was seconded by Commissioner Alvarez and the motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of April 4, 2014 was adjourned at approximately 11:10 a.m.

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**CIVIL SERVICE COMMISSION:**

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Cecilia Mascarenas, Commissioner/President

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Neal G. Berlin, Commissioner/Vice-President

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Anna Flores, Commissioner

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Hillary Potter, Commissioner

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Federico Alvarez, Commissioner

ATTEST: \_\_\_\_\_  
Earl E. Peterson,  
Executive Director

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Jeannette Madrid-Echave, Staff H.R.  
Professional