

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – NOVEMBER 20 2015 MEETING No. 328

Commissioners Present: Federico C. Alvarez, Commissioner
Neal G. Berlin, President
Anna Flores, Commissioner
Joseph G. Sandoval, Commissioner
Larry Trujillo, Commissioner

Staff Present: Antoinette Torres-Janke, Human Resources Supervisor
Earl Peterson, Executive Director
Susan Billotte, Staff Human Resources Professional
Gloria Griffith, Information Technology Systems Administrator
Chris Marez, Human Resources Support Technician

Guests: Bob Wolf, City Attorney
Wendi Smith, Eng. DFD
Eranda Pyasena, DPD
Anthony Norman, DPD
Jaime Lucero, DPD

President Berlin called the meeting to order at 9:30 a.m. Commissioners Flores, Alvarez, Flores, Sandoval, and Trujillo were present.

Opening:

Commissioner Berlin stated that a motion was in order to accept the minutes of November 6, 2015 as corrected. Commissioner Alvarez so moved; Commissioner Sandoval seconded the motion. Motion was passed unanimously.

New Business:

- Government Network Access & Denvergov.org Email Accounts for Commissioners

Gloria proposed that the Commissioners get denvergov.org (domain) email addresses, and access iCIMS through the Denver City Government network, with its added security and firewall protection. She explained how the process would work, including VPN connection. Questions and concerns were raised by the Commissioners regarding their exposure, and any legal liability/potential sanctions by signing the City Network Use Agreement. Robert Wolf asked if the Use Agreement could be customized for Mayoral appointees; Gloria said she would check into that. Earl offered to revisit the Use Agreement. Gloria suggested that the Security Team from Tech Services come to the Commission meeting of 12/18/15 to answer questions and concerns, further explain the agreement, and possibly amend it. Additional conversation on this topic was postponed until 12/18/15.

RECORD OF PROCEEDINGS

Informational Items:

- Executive Director

Earl reported that Capt. Pixley's final DFD Entry-Level mentoring session was held on Saturday, November 14, 2015. Commissioners Flores, Sandoval, and Trujillo were thanked for their participation. (850) attendees were invited to apply, via email by Capt. Pixley. The application was opened on Monday, November 16, and by Thursday, November 19, (350) people had already applied. Once initial testing is completed, CSC will review the numbers with Chief Tade to determine testing in the late spring 2016.

Earl also reported on the status of interviewing for Karen Harmon's position. He said that he was very pleased with the several highly qualified candidates that he and Antoinette had interviewed; all are currently Denver City employees. Earl plans to have the first choice candidate meet with Felisa and Karen, as well. Earl is hoping to make an offer next week.

Earl brought Commissioner Trujillo up-to-date on additional CSC hiring needs, in light of Susan's promotion to Staff HR Professional (from ASAIII). He explained his plan to upgrade the ASAIII 2-year temporary position to an ASAIV permanent position. He intends to bring the CSC budget back to its pre-budget-crisis status. Earl stated that he may need Commissioners' support in getting the staff he needs and his budget requests approved.

- Calendar

Antoinette reviewed upcoming meetings/events through the end of 2015. She reminded everyone that the December 4, 2015 Commission Meeting would be a joint meeting with Aurora Civil Service Commission at Police District 3, in the Community Room (1625 S. University), at the regularly scheduled time of 9:30am.

- Comments from Staff/Public:

At 9:58 a.m., Councilman New arrived to join the meeting. Everyone re-introduced themselves. In addition to being Councilman of District 10, he is also on the Safety and Well-Being Committee. The Councilman wanted to know about upcoming 2016 DPD Academies. Councilman New shared that he and Councilman Flynn want to increase the number of DPD officers. He was informed that a DPD Lateral Academy of twenty-two (22) was planned for the latter part of Spring 2016. Councilman New would like to see the number of candidates increased to fifty (50), and stated that the Mayor has put aside 1.5 million dollars to add more DPD officers.

Commissioner Berlin suggested that processes for receiving feedback about recruitment/new hire practices, be agenda items for the next FEDRC meeting (December 8, 2015), and PEDRC meeting (February 9, 2016).

RECORD OF PROCEEDINGS

Commissioner Berlin mentioned the \$75,000 Federal grant request awarded to DPD, to look at ways to improve applicant recruiting processes, and compare DPD to other agencies and private corporations (nationwide). Technician Piyasena mentioned that DPD is waiting for Mayoral approval.

At 10:18, Commissioner Berlin stated that a motion was in order to go into Executive Session. Commissioner Alvarez so moved; Commissioner Flores seconded. The motion passed unanimously.

Executive Session:

- Deliberative Review—Human Resources/Recruitment
- Disciplinary Update and Review

At 10:40 a.m., Commissioner Berlin stated a motion was in order to go out of Executive Session. Commissioner Alvarez made the motion. Commissioner Flores seconded.

Open Session:

Commissioner Alvarez made a motion to approve all (8) Hearing Officer applicants as provided in Rule 14, sec. 2B5, as "having a quality level, and length of experience deemed acceptable." Commissioner Sandoval seconded; motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of November 20, 2015 was adjourned at 10:48 a.m. on the motion of Commissioner Alvarez; seconded by Commissioner Sandoval.

CIVIL SERVICE COMMISSION:

Neal G. Berlin, Commissioner/President

Anna Flores, Commissioner

Joseph G. Sandoval, Commissioner

Federico Alvarez, Commissioner

Larry D. Trujillo, Commissioner

ATTEST: _____
Earl Peterson, Executive Director

Susan Billotte, Staff H.R. Professional