

RECORD OF PROCEEDINGS

CIVIL SERVICE COMMISSION DENVER, COLORADO – DECEMBER 4, 2015 (REV.) MEETING No. 329

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
Jeff Wilson, Senior Human Resources Professional

Guests: Bob Wolf, Denver City Attorney
Wendi Smith, Eng. DFD
Eranda Pyasena, DPD
Anthony Norman, DPD
Desmond Fulton, DFD
Greg Pixley, DFD
Luis Cedillo, DFD
Tim Ehgotz, Aurora CSC
Deb Wallace, Aurora CSC
Bob Christoffersen, Aurora CSC
Matt Cain, Aurora CSC

CSC 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 20, 2015 Commissioner Trujillo so moved; Commissioner Flores seconded the motion. Motion was passed unanimously.

NEW BUSINESS

- Aurora Civil Service Meet and Greet

Earl Peterson gave a brief overview of the purpose of this joint meeting with Aurora Civil Service—an opportunity to share ideas and experiences which are mutually beneficial to both agencies. Commissioners from both agencies shared their experience and expertise.

- General Q&A about Denver CSC Testing/Selection Process and Agency Challenges

There was general agreement among members of both the Denver CSC and Aurora CSC that the

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greatest challenge facing both agencies, is attracting and recruiting qualified applicants for their police departments and fire departments. Areas of concern for both agencies included: diversity, communication skills (oral & written), physical ability & preparedness, drop-out rates, and stigma associated with being a police officer. Eranda Piyasena mentioned the remedial classes available to applicants after they complete the Denver Police Academy. Commissioner Sandoval suggested pre-Academy tutoring, especially for improving applicants' writing skills. Both Executive Directors noted an appreciation for shared information. Future joint meetings may be planned.

- *2014 Denver Civil Service Annual Report

Copies of the 2014 CSC Annual Report were distributed to CSC Commissioners and staff. Susan Billotte stated that the Annual Report would be uploaded to the CSC website. The Report was approved as submitted. Commissioner Trujillo thanked Susan for the diversity numbers documented in the tables and pie charts in the Report.

- *Approval of Announcement of Examination for 2016 Engineer Examination, Denver Fire Department

Jeff Wilson distributed a draft of the announcement for the 2016 Fire Engineer Examination, which has already been reviewed and approved by the City Attorney's office. Commissioner Alvarez made a motion to approve the Announcement; Commissioner Sandoval seconded it. The motion passed unanimously.

INFORMATIONAL ITEMS

- Executive Director

Earl gave the Commissioners a staffing update, and announced that Karen Harmon's replacement would be starting on Monday, December 7, 2015.

- Calendar
- *2015 Fire Lieutenant Assessment Center Assessor and Candidate Evaluation Summaries

Jeff distributed a summary of the assessor and candidate evaluation results for the 2015 Fire Lieutenant Assessment Center.

- Comments from Staff/Public

Commissioner Berlin stated that he appreciated the joint meeting with Aurora CSC and the mutual benefit of open two-way communication.

At 11:00 a.m., Commissioner Berlin stated that a motion was in order to go into Executive Session. Commissioner Alvarez so moved; Commissioner Sandoval seconded.

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EXECUTIVE SESSION

- Disciplinary Update & Review

At 11:07 a.m., Commissioner Berlin stated a motion was in order to go out of Executive Session. Commissioner Alvarez so moved; Commissioner Sandoval seconded. Motion passed unanimously.

OPEN SESSION:

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of December 4, 2015 was adjourned at 11:09 a.m. on the motion of Commissioner Alvarez; seconded by Commissioner Trujillo.

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