

## RECORD OF PROCEEDINGS

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### CIVIL SERVICE COMMISSION DENVER, COLORADO – FEBRUARY 6, 2015 MEETING No. 310

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

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

Guests: Bob Wolf, City Attorney  
Raquel Lopez, Technician, DPD  
Eranda Piyasena, Technician, DPD  
Desmond Fulton, Captain, DFD  
Greg Pixley, Captain, DFD  
Rodney Sherrod, Lieutenant, DFD  
Silvia Sich, Captain, DPD  
Jess Vigil, Deputy Director, MOS

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

#### Opening:

The Commissioners approved the minutes of the meeting held January 16, 2015.

#### New Business:

Earl discussed the issues surrounding the psychological reports from our vendors. Concerns about unsuitable candidates have been the center of concern in this screening process, which has been in place well over a decade and is a best practice for not only Denver but most large departments who have a suitability evaluation. Earl stated that the psychologists that we work with are top notch and have the necessary training to process public safety candidates. They attend IACP conferences and are certified by the IACP and also modify their standards with the IACP. Commissioner Berlin believes that the departments should be more specific with their issues and the suitability evaluations. Earl also stated the background investigators are currently using a template which the Executive Director has been provided a copy. He added that there isn't any issue when terminating a background investigator if he or she is not conforming to the Civil Service Commission standards. The Investigators are constantly being evaluated

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with each investigation presented for review by the Commissioners which and has resulted in the termination of some investigators.

Fortunately, the Commission has many long term Investigators and some newer Investigators that are dedicated to the work that they do. Again, Commissioner Berlin has asked that the departments come forward and discuss their issues regarding the Civil Service Commission's employment of background investigators.

### Informational Items:

- Executive Director Report

Earl Peterson provided an update regarding the Commission's relocation to the second floor of the Webb Building. Earl also states the Commission will begin testing twice a day beginning in March for the Denver Police Entry-level Police Officer position. Earl also provided an update regarding our applicant tracking program and the improved communication opportunities that will be used to provide applicants with monthly status updates including anticipated and or confirmed academy dates. This new communication system will be implemented once the testing process has ended in March for police applicants.

Antoinette Torres-Janke shared the December 29, 2014 Police Academy demographics. It was pointed out by Commissioner Flores that many of the women were Hispanic and African-American.

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

Captain Pixley suggested the Chiefs of Denver Fire and Denver Police be invited to attend a Commission meeting to discuss the Civil Service Commission's operating procedures. Commissioner Berlin agreed.

### Executive Session:

Deliberative File Review – One (1) Entry-Level Firefighter Applicant  
Disciplinary Appeal Update and Review

### Open Session:

As a result of the Preliminary File Review–Entry-level Firefighter Applicant, Commissioner Alvarez made a motion to pass one (1) Entry-level Firefighter Applicant in the preliminary review. The motion was seconded by Commissioner Flores and approved. The motion passed unanimously.

There being no further action taken and no other business to be heard, the Civil Service Commission meeting of February 6, 2015 was adjourned at 10:51 a.m.

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**CIVIL SERVICE COMMISSION:**

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Neal G. Berlin, Commissioner/President

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Hillary Potter, Commissioner/Vice-President

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

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Federico Alvarez, Commissioner

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Jeannette Madrid, Staff HR Professional

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Anna Flores, Commissioner

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Joseph G. Sandoval, Commissioner