

PUEBLO

CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
TUESDAY, JUNE 10, 2014
5:30 PM

Individuals Requiring Special Accommodations Should Notify the Civil Service Commission Office (719) 553-2635 by Noon on the Monday Preceding the Meeting.

CALL TO ORDER

ROLL CALL

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

- Regular meeting of Tuesday, May 13, 2014.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, May 13, 2014 as distributed.

CONSENT AGENDA

The following items are considered to be routine by the Civil Service Commission and will be passed and approved by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item shall be removed and considered as a regular item.

1. Receive and file the following status reports on current recruitments:
 - a. Police Sergeant – (Recruitment due to employee promotion) - We received 60 applications and all were approved. The written exam was held on May 20, 2014. Fifty-five candidates appeared to take the exam. There were 13 passing scores. We are currently in the review/appeal period for this position.
 - b. GIS Specialist I – (Recruitment due to new position authorized by City Council) - The external recruitment began on June 1, 2014 and ends on June 22, 2014. At the time of this agenda, we had received 10 applications for this position.
 - c. Recreation Supervisor – (Recruitment due to employee resignation) - The external recruitment began on June 1, 2014 and ends on June 22, 2014. At the time of this agenda, we had received 29 applications for this position.
 - d. Wastewater Operator A – (Recruitment due to employee retirement) - The internal recruitment began on May 20, 2014 and ended on June 3, 2014. We received one application. The Commission gave permission, and a T&E examination was conducted. The eligible list for this position will be signed at this meeting.

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CONSENT AGENDA

- e. Stormwater Coordinator – (Recruitment due to employee retirement) - The external recruitment begins on June 8, 2014 and ends on June 29, 2014.
2. Ratify the Commission's letter to Lisa Sonnenfeld regarding the removal of her name from the Clerk Typist eligibility list.
3. Ratify the Commission's letter to Helena Smith regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
4. Ratify the Commission's letter to Adam Lujan regarding the removal of his name from the Wastewater Utility Worker eligibility list.
5. Ratify the Commission's letter to Pete Willson regarding the removal of his name from the Wastewater Utility Worker eligibility list.
6. Ratify the Commission's letter to Stephen Aragon regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
7. Ratify the Commission's letter to Teri Baros regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
8. Ratify the Commission's letter to Christina Boeck regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
9. Ratify the Commission's letter to Julie Bosley regarding the removal of her name from the Clerk Typist eligibility list.
10. Ratify the Commission's letter to Frederica Clemmons regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
11. Ratify the Commission's letter to Samantha Salazar regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
12. Ratify the Commission's letter to Michelle Siebert regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
13. Ratify the Commission's letter to Jacqueline Valdez regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
14. Ratify the Commission's letter to Elias Vigil regarding the removal of his name from the Airport Operations/Maintenance Worker eligibility list.
15. Ratify the Commission's letter to Jarod Emilio regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
16. Ratify the Commission's letter to Anthony Luginbill regarding the removal of his name from the Emergency Services Dispatcher eligibility list.

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CONSENT AGENDA

17. Ratify the Commission's letter to Jorgina Magana regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
18. Ratify the Commission's letter to Jason Parker regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
19. Ratify the Commission's letter to Brianne Pennington regarding the removal of her name from the Emergency Services Dispatcher eligibility list.

Commission Action: Approve/disapprove all items on the Consent Agenda.

REGULAR AGENDA

1. Setting of the Hearing on the appeal of Isabelle Aragon regarding her termination.

Commission Action: Set the hearing date.

2. Submission of the eligible list for Wastewater Operator A.

Commission Action: Approve and certify the eligible list for the class title of Wastewater Operator A.

ADMINISTRATIVE ITEMS

A. Administrative Items.

1. Set the date for the July, 2014 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

B. Informational Items.

1. Employee Status Report for April 2014.
2. Handouts.

HEARING

1. Hearing on the appeal of Crystal LaDuke regarding her termination.

Commission Action: Sustain or reject the appeal of the termination.

ADJOURN