

PUEBLO

CIVIL SERVICE COMMISSION MEETING CITY COUNCIL CHAMBERS

APRIL 20, 2011

3:00 P.M.

MINUTES

CALL TO ORDER

Chairman Dan Archibeque called the Civil Service Commission Meeting to order.

ROLL CALL

Commission Members Present: Dan Archibeque, Guy Kennedy, Sharon Bonner

Administrative and Civil Service Staff Members Present: Civil Service Administrator Toni Selman, Counsel for the Commission Carla Sikes, and Secretary Lynne Huskins.

Other Interested Parties: Fire Chief Chris Riley, Fire Union President Chad Thomas, Firefighters: Dwayne Hall, Marcel Maestas, Mike Hough, Justin Hunter, and Cristopher Gillespie.

AMENDMENTS TO AGENDA

Mr. Archibeque asked if there were any amendments to the agenda. None were voiced

REGULAR AGENDA

1. Discuss an irregularity that occurred during the administration of the April 14, 2011, Fire Captain Examination and measures that the Administrator recommends to resolve the issue. Ms. Selman stated that the examination was given as normal. After the examination had been administered, she was approached by several of the examinees. These candidates stated that they knew there were at least two questions on the examination that were from previous reading lists for Fire Captain, and not the current books they were informed would be used to create the exam. She informed these candidates that it would be important for them to come in to review their examinations once we received scores back from the testing company so that we could investigate those questions that they believed were from the wrong book.

Upon returning to the office, Ms. Selman stated she contacted Christie Jacques of the testing company, Darany and Associates and explained what had occurred. Ms. Jacques said she thought we were using the old reading list, and immediately realized that a mistake in writing the exam had occurred. Twenty questions from the wrong reference materials had been included in the exam. Ms. Jacques accepted responsibility for the error and said she would begin preparation of a new examination right away. Ms. Selman stated she had been in recent contact with Ted Darany, president of Darany and Associates, and he stated that because of the hardship this has caused the City, there would be no cost for either exam.

Ms. Selman suggested that the Commission declare the examination administered on April 14, 2011 invalid and not be scored. She would like to move forward with giving a new examination

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REGULAR AGENDA

for Fire Captain. She further purposed that this new examination be given on May 10, 2011. In order for the exam to be given on this date, waivers of Civil Service Rule 18 (e) would have to be signed by all candidates affected by this decision. She further explained that if any of the candidates declined to sign the waiver, the examination, will be administered on May 24, 2011 thereby allowing the Commission to comply with the provisions of Civil Service Rule 18 (e).

Cris Gillespie stepped forward and asked to address the Commission. He wanted to know if the new examination would only be available to the candidates that actually appeared to take the exam on April 14, 2011. Ms. Selman stated that legal counsel had advised that there is no Civil Service rule that would preclude candidates who did not appear to take the initial exam from appearing for the administration of the new examination, therefore, the Commission will allow all approved candidates for the recruitment to take the new examination.

Fire Chief Chris Riley asked to address the Commission. He stated he would like to commend Ms. Selman and her staff for the professional way this unfortunate event has been handled.

Commission Action: Mr. Kennedy, seconded by Ms. Bonner, moved to accept the Administrator's recommendation to invalidate the Fire Captain examination given on April 14, 2001 and approved the setting of a new examination date.

Roll Call -- Ayes: Archibeque, Kennedy and Bonner. Motion carried unanimously.

ADJOURN – 3:15 p.m.


Chairman