



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
TUESDAY, MARCH 10, 2015
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, February 10, 2015.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, February 10, 2015 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. Emergency Medical Officer – (Recruitment required every year per Civil Service Rule 29) – We received three applications and all were qualified. The written exam was held on February 11, 2015. All three candidates appeared to take the exam, and all three failed. We received five appeals on five questions regarding the exam. Those appeals have been sent to the testing company for review.
 - b. Emergency Services Dispatch Supervisor – (Recruitment due to employee voluntary demotion) – The written exam was held on February 10, 2015. All three of the qualified candidates appeared to take the exam, and all passed. The eligible list for this position will be signed at this meeting.
 - c. Fire Captain - (Recruitment required every year per Civil Service Rule 29) – We received 31 applications, and all were qualified. The written exam was held on March 3, 2015, and all 31 candidates appeared to take the exam. The answer sheets have been sent to the testing company for scoring.
 - d. Police Patrol Officer – (Recruitment due to exhaustion of eligible list) – We received 160 applications for this position, and they are in the process of being screened. The written exam is scheduled for March 24, 2015.

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- e. Assistant Fire Chief - (Recruitment required every year per Civil Service Rule 29) – Internal recruitment began on February 22, 2015 and ends on March 15, 2015. At the time of this agenda, we had received three applications for this position. The written exam is scheduled for April 14, 2015.
 - f. Emergency Services Dispatcher - (Recruitment due to exhaustion of eligible list) – The external recruitment begins on March 8, 2015 and ends on March 29, 2015. The written exam is scheduled for April 21, 2015.
 - g. Planner - (Recruitment due to current vacancy) – The external recruitment began on February 15, 2015 and ended on March 8, 2015. At the time of this agenda, we had received 44 applications for this position.
 - h. Street Inspector - (Recruitment due to employee retirement) – The internal recruitment began on March 1, 2015 and ends on March 15, 2015. At the time of this agenda, we had received three applications for this position.
2. Ratify the Commission's letter to Dustin Atencio regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
 3. Ratify the Commission's letter to Paul Armijo regarding the removal of his name from the Utility Worker eligibility list.
 4. Ratify the Commission's letter to Christopher Coulter regarding the removal of his name from the Utility Worker eligibility list.
 5. Ratify the Commission's letter to Debra Kovtynovich regarding the removal of her name from the Utility Worker eligibility list.
 6. Ratify the Commission's letter to Nathan Losa regarding the removal of his name from the Police Patrol Officer eligibility list.
 7. Ratify the Commission's letter to R. Kent McKinney regarding the removal of his name from the Utility Worker eligibility list.
 8. Ratify the Commission's letter to Dan Smith regarding the removal of his name from the Utility Worker eligibility list.
 9. Ratify the Commission's letter to Ambrose Solis III regarding the removal of his name from the Utility Worker eligibility list.
 10. Ratify the Commission's letter to Athena Garcia regarding the removal of her name from the Police Patrol Officer eligibility list.

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11. Ratify the Commission's letter to Juliana Trujillo regarding the removal of her name from the Water Reclamation Worker eligibility list.
12. Ratify the Commission's letter to Eugene Ames regarding the removal of his name from the Clerk Typist eligibility list.
13. Ratify the Commission's letter to Alyssa Arsenault regarding the placement of her name on the reemployment lists for Emergency Services Dispatcher and Police Support Technician I.
14. Ratify the Commission's letter to Jonathan Martinez regarding the removal of his name from the Water Reclamation Worker eligibility list.
15. Ratify the Commission's letter to Christopher Bryant regarding the removal of his name from the Police Patrol Officer eligibility list.
16. Ratify the Commission's letter to Jeanette Gonzales regarding the removal of her name from the Clerk Typist eligibility list.
17. Ratify the Commission's letter to Geneva Heredia regarding the removal of her name from the Clerk Typist eligibility list.
18. Ratify the Commission's letter to Shannon LaDuke regarding the removal of her name from the Clerk Typist eligibility list.
19. Ratify the Commission's letter to Camille Killam regarding the removal of her name from the Clerk Typist eligibility list.
20. Ratify the Commission's letter to Amanda Mark regarding the removal of her name from the Clerk Typist eligibility list.
21. Ratify the Commission's letter to Sarah Snowberger regarding the removal of her name from the Clerk Typist eligibility list.
22. Ratify the Commission's letter to Juliana Trujillo regarding the acceptance of her objection of the removal of her name from the Water Reclamation Worker eligibility list.
23. Ratify the Commission's letter to Robert Campbell regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
24. Ratify the Commission's letter to Andy Chavez regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
25. Ratify the Commission's letter to Brian Helton regarding the removal of his name from the Utility Worker eligibility list.
26. Ratify the Commission's letter to Terri Kelley regarding the removal of her name from the Clerk Typist eligibility list.

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27. Ratify the Commission's letter to Michelle Snyder regarding the removal of her name from the Clerk Typist eligibility list.
28. Ratify the Commission's letter to Jeanette Gonzales regarding the acceptance of her objection of the removal of her name from the Clerk Typist eligibility list.

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

REGULAR AGENDA

1. Submission of the eligible list for Emergency Services Dispatch Supervisor.

Commission Action: Approve and certify the eligible list for the class title of Emergency Services Dispatch Supervisor.

ADMINISTRATIVE ITEMS

A. Administrative Items.

1. Set the date for the March 2015 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

B. Informational Items.

1. Employee Status Reports for January 2015.
2. Handouts.

ADJOURN