



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
TUESDAY, APRIL 14, 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, March 10, 2015.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, March 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. 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. Seven candidates passed the exam and 24 candidates failed. We received nine appeals on nine questions, and those appeals are currently being reviewed by the testing company.
 - b. Police Patrol Officer – (Recruitment due to exhaustion of eligible list) – The written exam was held on March 24, 2015. Seventy five persons were scheduled for the exam, and 59 appeared to take the exam. Thirty eight candidates passed the exam and 21 failed.
 - c. Assistant Fire Chief - (Recruitment required every year per Civil Service Rule 29) – Internal recruitment began on February 22, 2015 and ended on March 15, 2015. We received nine applications for this position and all were qualified. The written exam is scheduled for April 14, 2015.
 - d. Emergency Services Dispatcher - (Recruitment due to exhaustion of eligible list) – We received 97 applications, and 37 were qualified. The written exam is scheduled for April 21, 2015.

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- e. Planner - (Recruitment due to current vacancy) – We received 53 applications for this position, and 18 were qualified. The written exam was held on April 7, 2015. Seven persons appeared to take the exam. Six persons passed and one person failed. The eligible list for this position will be signed at this meeting.
 - f. Street Inspector - (Recruitment due to employee retirement) – We received eight applications for this position, and six were qualified. The written exam is scheduled for April 16, 2015.
 - g. Area Crew Leader - (Recruitment due to employee retirement) – We received 11 applications for this position, and nine were qualified. The written exam is scheduled for May 12, 2015.
 - h. Associate Engineer I - (Recruitment due to employee separation) – We received two applications for this position, and both were qualified. The Commission gave permission, and T&E evaluations were conducted on the applications. The eligible list for this position will be signed at this meeting.
 - i. Civil Engineer/Drainage - (Recruitment due to employee separation) – The external recruitment begins on April 12, 2015 and ends on May 3, 2015.
 - j. Crime Analyst - (Recruitment due to employee resignation) – The external recruitment began on March 15, 2015 and ended on April 5, 2015. We received 26 applications. We are currently in the appeal period for rejections.
 - k. Deputy City Clerk - (Recruitment due to employee retirement) – The internal recruitment began on March 15, 2015 and ended on March 29, 2015. We received six applications and four were qualified. The Commission gave permission, and T&E evaluations were conducted on the applications. The eligible list for this position will be signed at this meeting.
 - l. Fire Engineer - (Recruitment required every year per Civil Service Rule 29) – The internal recruitment began on March 22, 2015 and ends on April 12, 2015. At the time of this agenda, we had received 12 applications. The written exam is scheduled for May 14, 2015.
 - m. Grants Analyst - (Recruitment due to new position created by City Council) – The external recruitment began on March 15, 2015 and ended on April 5, 2015. We received eight applications. We are currently in the appeal period for rejections.
 - n. Accountant II - (Recruitment due to employee promotion) – The internal recruitment begins on April 12, 2015 and ends on April 26, 2015.
2. Ratify the Commission's letter to Debora Davidson regarding the removal of her name from the Clerk Typist eligibility list.
 3. Ratify the Commission's letter to Cheri Haling regarding the removal of her name from the Clerk Typist eligibility list.

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4. Ratify the Commission's letter to Rachelle Martin regarding the removal of her name from the Clerk Typist eligibility list.
5. Ratify the Commission's letter to Kenny Garbiso regarding the removal of his name from the Police Patrol Officer eligibility list.
6. Ratify the Commission's letter to William Ownbey regarding the removal of his name from the Police Patrol Officer eligibility list.
7. Ratify the Commission's letter to Michael Sage regarding the removal of her name from the Police Patrol Officer eligibility list.
8. Ratify the Commission's letter to Anthony Trujillo regarding the removal of his name from the Utility Worker eligibility list.
9. Ratify the Commission's letter to Jennifer Vallum regarding the removal of her name from the Police Patrol Officer eligibility list.
10. Ratify the Commission's letter to Philip Cano regarding the removal of his name from the Utility Worker eligibility list.
11. Ratify the Commission's letter to Tabitha Dobbs regarding the rejection of her objection to allow her to take the Police Patrol Officer examination.
12. Ratify the Commission's letter to Dustin Smith regarding the rejection of his objection to allow him to take the Police Patrol Officer examination.
13. Ratify the Commission's letter to Dwayne Cordova regarding the removal of his name from the Utility Worker eligibility list.
14. Ratify the Commission's letter to Casey Wold regarding the removal of his name from the Police Patrol Officer eligibility list.
15. Ratify the Commission's letter to Orion Boughton regarding the removal of his name from the Utility Worker eligibility list.
16. Ratify the Commission's letter to Scott Brandborg regarding the removal of his name from the Utility Worker eligibility list.
17. Ratify the Commission's letter to Dirk Crawford regarding the removal of his name from the Utility Worker eligibility list.
18. Ratify the Commission's letter to Brian McHenry regarding the removal of his name from the Water Reclamation Worker eligibility list.
19. Ratify the Commission's letter to Juliana Trujillo regarding the removal of her name from the Water Reclamation Worker eligibility list.

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20. Ratify the Commission's letter to Scott Jones regarding the removal of his name from the Utility Worker eligibility list.
21. Ratify the Commission's letter to Michael Sage regarding the rejection of her objection of the removal of her name from the Police Patrol Officer eligibility list.
22. Ratify the Commission's letter to Mark Trujillo regarding the removal of his name from the Utility Worker eligibility list.
23. Ratify the Commission's letter to Paul Aragon regarding the removal of his name from the Utility Worker eligibility list.
24. Ratify the Commission's letter to Belinda Kimball regarding the rejection of her objection to allow her to take the Deputy City Clerk examination.
25. Ratify the Commission's letter to Deanna Shaw regarding the rejection of her objection to allow her to take the Deputy City Clerk examination.

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

REGULAR AGENDA

1. Review of William Ownbey's appeal of his removal from the eligibility list for Police Patrol Officer.

Commission Action: Approve/disapprove or set the matter for formal hearing.

2. Submission of the eligible list for Planner.

Commission Action: Approve and certify the eligible list for the class title of Planner.

3. Submission of the eligible list for Associate Engineer I.

Commission Action: Approve and certify the eligible list for the class title of Associate Engineer I.

4. Submission of the eligible list for Deputy City Clerk.

Commission Action: Approve and certify the eligible list for the class title of Deputy City Clerk.

ADMINISTRATIVE ITEMS

A. Administrative Items.

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

INFORMATIONAL ITEMS

B. Informational Items.

1. Employee Status Report for February 2015.
2. Handouts.

HEARING

1. Continued hearing on the appeal of Deandria Martinez.

Commission Action: Sustain or reject the appeal.

ADJOURN