



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
TUESDAY, NOVEMBER 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 Thursday, October 1, 2015.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Thursday, October 1, 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. Accounting Technician IV - (Recruitment due to City Manager request for new list) – The written exam was held on October 15, 2015. Twenty candidates were scheduled, and 18 appeared to take the exam. One candidate failed and 17 passed the exam. The eligible list for this position will be signed at this meeting.
 - b. Communications Supervisor - (Recruitment due to employee separation) – We received 2 applications, and both were qualified. The Commission gave permission, and a T&E exam was conducted. The eligible list for this position will be signed at this meeting.
 - c. Dispatch Training Coordinator - (Recruitment due to new position created by City Council) – The internal recruitment began on September 30, 2015 and ended on October 14, 2015. We received four applications, and three were qualified. The Commission gave permission, and a T&E exam was conducted. The eligible list for this position will be signed at this meeting.

CIVIL SERVICE COMMISSION MEETING
NOVEMBER 10, 2015
PAGE TWO

CONSENT AGENDA

2. Ratify the Commission's letter to Gerald Pino regarding the removal of his name from the Building Custodian eligibility list.
3. Ratify the Commission's letter to Kenny Walker regarding the removal of his name from the Building Custodian eligibility list.
4. Ratify the Commission's letter to Svetlana Sena regarding the denial of her request for an alternate testing date for the Accounting Technician IV examination.
5. Ratify the Commission's letter to Kraig Kumlin regarding the removal of his name from the Business Systems Analyst eligibility list.
6. Ratify the Commission's letter to LouAnn Lucero regarding the removal of her name from the Business Systems Analyst eligibility list.
7. Ratify the Commission's letter to Christopher Johnson regarding the removal of his name from the Planner eligibility list.
8. Ratify the Commission's letter to Juliana Trujillo regarding the removal of her name from the Wastewater Utility Worker eligibility list.
9. Ratify the Commission's letter to Daniel Skubal regarding the removal of his name from the Accountant I eligibility list.
10. Ratify the Commission's letter to Joseph Petrov regarding the removal of his name from the Accountant I eligibility list.

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

REGULAR AGENDA

1. Submission of the eligible list for Communications Supervisor.

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

2. Submission of the eligible list for Accounting Technician IV.

Commission Action: Approve and certify the eligible list for the class title of Accounting Technician IV.

3. Submission of the eligible list for Dispatch Training Coordinator.

Commission Action: Approve and certify the eligible list for the class title of Dispatch Training Coordinator.

ADMINISTRATIVE ITEMS

A. Administrative Items.

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

INFORMATIONAL ITEMS

B. Informational Items.

1. Employee Status Report for September and October 2015.
2. Handouts.

CONTINUED HEARING

1. Continued hearing on the appeal of Ambrose Solis, Jr.

Commission Action: Sustain or reject the appeal.

ADJOURN