



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
TUESDAY, JANUARY 12, 2016
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

PRESENTATION OF CERTIFICATE OF ELECTION AND REAFFIRMATION OF OATH OF OFFICE TO SHARON BONNER BY CITY CLERK GINA DUTCHER.

ELECTION OF OFFICERS

- Election of Chair.

Commission Action: Motion to elect Chair.

- Election of Vice Chair.

Commission Action: Motion to elect Vice Chair.

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

- Regular meeting of Tuesday, December 8, 2015.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, December 8, 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 due to vacancies) – We received two applications. The written exam is scheduled for January 21, 2016.
 - b. Planner - (Recruitment due to employee reclassification) – We received 33 applications, and six were qualified. The written exam was held on January 7, 2016. One candidate appeared to take the exam and passed. The eligibility list for this position will be signed at this meeting.

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- c. Administrative Technician - (Recruitment due to anticipated vacancy) – The internal recruitment began on January 3, 2016 and ends on January 17, 2016. At the time of this agenda, we had received no applications. The written exam is scheduled for February 18, 2016.
 - d. Associate Engineer II - Wastewater - (Recruitment due to employee separation) – The internal recruitment began on January 5, 2016 and ends on January 19, 2016. At the time of this agenda, we had received no applications.
 - e. Compliance/Audit Agent - (Recruitment due to employee separation) – The external recruitment began on December 22, 2015 and ends on January 12, 2016. At the time of this agenda, we had received five applications.
 - f. Emergency Services Dispatcher - (Recruitment due to several vacancies) – The external recruitment began on December 13, 2015 and ended on January 3, 2016. We received 134 applications. We are in the process of screening the applications.
 - g. Stormwater Utility Maintenance Supervisor - (Recruitment due to employee separation) – The external recruitment began on December 13, 2015 and ends on January 17, 2016. At the time of this agenda, we had received nine applications.
 - h. Transportation Planning Technician - (Recruitment due to new position created by City Council) – The external recruitment began on January 3, 2016 and ends on January 24, 2016. At the time of this agenda, we had received seven applications.
 - i. Transportation Program Manager - (Recruitment due to new position created by City Council) – The external recruitment began on December 13, 2015 and ended on January 3, 2016. We received 10 applications. We are currently in the appeal period for rejections.
2. Ratify the Commission's letter to Kristen McCray regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 3. Ratify the Commission's letter to Lindsay McNamara regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 4. Ratify the Commission's letter to Jordan Peters regarding the removal of his name from the Police Patrol Officer eligibility list.
 5. Ratify the Commission's letter to Jeff Schooley regarding the removal of his name from the Utility Worker eligibility list.
 6. Ratify the Commission's letter to Santiago Martinez regarding the rejection of his objection of the removal of his name from the Police Patrol Officer eligibility list.
 7. Ratify the Commission's letter to Amanda Puckett regarding the rejection of her objection of the removal of her name from the Emergency Services Dispatcher eligibility list.

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8. Ratify the Commission's letter to Richard Ruiz regarding the rejection of his objection of the removal of his name from the Police Patrol Officer eligibility list.
9. Ratify the Commission's letter to Spencer Stringham regarding the rejection of his objection of the removal of his name from the Police Patrol Officer eligibility list.
10. Ratify the Commission's letter to Robert Carland regarding the removal of his name from the Police Patrol Officer eligibility list.
11. Ratify the Commission's letter to Tammy Cisneros regarding the removal of her name from the Police Patrol Officer eligibility list.
12. Ratify the Commission's letter to Richard Gonzales regarding the removal of his name from the Police Patrol Officer eligibility list.
13. Ratify the Commission's letter to Jamie Penrod regarding the removal of her name from the Police Patrol Officer eligibility list.
14. Ratify the Commission's letter to Gerry Prutch regarding the removal of his name from the Police Patrol Officer eligibility list.
15. Ratify the Commission's letter to Marzell Parchment regarding the removal of his name from the Police Patrol Officer eligibility list.
16. Ratify the Commission's letter to Karl Streyle II regarding the removal of his name from the Police Patrol Officer eligibility list.

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

REGULAR AGENDA

1. Submission of the eligible list for Planner.

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

ADMINISTRATIVE ITEMS

A. Administrative Items.

1. Set the date for the February 2016 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

B. Informational Items.

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

HEARING

1. Hearing on the appeal of Rosie Quintana.

Commission Action: Sustain or reject the appeal.

ADJOURN