



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Thursday, October 13, 2016
5:30 PM

Individuals Requiring Special Accommodations Should Notify the Civil Service Commission Office (719) 553-2635 by Noon on the day preceding the Meeting.

CALL TO ORDER

ROLL CALL

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

- Regular meeting of Tuesday, September 13, 2016.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, September 13, 2016 as distributed.

CONSENT AGENDA

The following items are considered 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) Airport Operations/Maintenance Supervisor (Recruitment due to an employee retirement) – We received 16 applications, 8 were approved to take the exam, 5 tested and all examinees passed. The eligible list for this position will be signed at this meeting.
 - b) Equipment Operator IV (Recruitment due to several vacancies) – A written exam was administered on September 30, 2016. We received 8 applications and 7 were deemed qualified. All seven passed the performance and written exams. The appeal period for the exam ends on October 14, 2016.
 - c) Fire Captain (Recruitment required every year per Civil Service Rule 29) – The written exam was administered on August 22, 2016. We received 39 applications, 37 were approved to take the exam, 32 took the exam, and we had 21 passing scores. The appeal period for the exam ends on October 14, 2016.
 - d) Police Sergeant (Recruitment due to employee promotion) - We received 34 applications and all were approved to take the exam. The written exam was held on June 16, 2015. 32 candidates appeared to take the exam. There were 4 passing scores. The eligible list for this position will be signed at this meeting.

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CONSENT AGENDA (CONTINUED)

- e) Regulatory Compliance Specialist (Recruitment due to an employee promotion) - The written exam was administered on September 26, 2016. We had 13 applications, 8 were approved for the exam, and there were 7 passing scores. The eligible list for this position will be signed at this meeting.
 - f) Senior WWTP Maintenance Mechanic (Recruitment due to an employee transfer) - The external recruitment began on September 8, 2016 and ended on October 9, 2016. We had 2 applications as of the date this agenda was prepared.
 - g) Wastewater Electrical Specialist (Recruitment due to an employee retirement) - The internal recruitment started on October 9, 2016 and ends on October 23, 2016. As of the date this agenda was prepared, we had no applications.
 - h) Water Reclamation Worker (Recruitment due to an employee promotion) - A written exam was administered on September 28, 2016. We received 33 applications, 6 were approved to take the exam, and there were 5 passing scores. The eligible list for this position will be signed at this meeting.
2. Ratify the Commission's letter to April Beye regarding the removal of her name from the Clerk Typist eligibility list.
 3. Ratify the Commission's letter to James Caldwell regarding the removal of his name from the Firefighter eligibility list.
 4. Ratify the Commission's letter to Patrick Carey regarding the removal of his name from the Firefighter eligibility list.
 5. Ratify the Commission's letter to Jerad Davis regarding the removal of his name from the Firefighter eligibility list.
 6. Ratify the Commission's letter to Carlie Dickson regarding the removal of her name from the Firefighter eligibility list.
 7. Ratify the Commission's letter to Justin Driver regarding the removal of his name from the Firefighter eligibility list.
 8. Ratify the Commission's letter to Kristopher Gard regarding the removal of his name from the Firefighter eligibility list.
 9. Ratify the Commission's letter to Hannah Gradisar regarding the removal of her name from the Firefighter eligibility list.
 10. Ratify the Commission's letter to Kyler Hewes regarding the removal of his name from the Firefighter eligibility list.
 11. Ratify the Commission's letter to Joshua Kourajian regarding the removal of his name from the Firefighter eligibility list.

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CONSENT AGENDA (CONTINUED)

12. Ratify the Commission's letter to Laura Lasater regarding the removal of her name from the Clerk Typist eligibility list.
13. Ratify the Commission's letter to Nicholas Lewandowski regarding the removal of his name from the Firefighter eligibility list.
14. Ratify the Commission's letter to Alex Lorentzen regarding the removal of his name from the Firefighter eligibility list.
15. Ratify the Commission's letter to Michael McDaniels regarding the removal of his name from the Firefighter eligibility list.
16. Ratify the Commission's letter to Christopher Mikulas regarding the removal of his name from the Firefighter eligibility list.
17. Ratify the Commission's letter to Robert Montoya regarding the removal of his name from the Firefighter eligibility list.
18. Ratify the Commission's letter to William Pankey regarding the removal of his name from the Firefighter eligibility list.
19. Ratify the Commission's letter to Sheryl Papish regarding the removal of her name from the Clerk Typist eligibility list.
20. Ratify the Commission's letter to Elliott Parker regarding the removal of his name from the Firefighter eligibility list.
21. Ratify the Commission's letter to Michael Pena regarding the removal of his name from the Firefighter eligibility list.
22. Ratify the Commission's letter to David Prutsman regarding the removal of his name from the Firefighter eligibility list.
23. Ratify the Commission's letter to Trace Reeves regarding the removal of his name from the Firefighter eligibility list.
24. Ratify the Commission's letter to Mark Riesterer regarding the removal of his name from the Firefighter eligibility list.
25. Ratify the Commission's letter to Russel Shafer regarding the removal of his name from the Firefighter eligibility list.
26. Ratify the Commission's letter to Lisa Sonnenfeld regarding the removal of her name from the Clerk Typist eligibility list.
27. Ratify the Commission's letter to Mark Stephens regarding the removal of his name from the Firefighter eligibility list.

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CONSENT AGENDA (CONTINUED)

28. Ratify the Commission's letter to Kenneth Styduhar regarding the removal of his name from the Firefighter eligibility list.
29. Ratify the Commission's letter to Frank Trujillo regarding the removal of his name from the Firefighter eligibility list.
30. Ratify the Commission's letter to Enzo Vennettilli regarding the removal of his name from the Firefighter eligibility list.
31. Ratify the Commission's letter to Alan Wilson regarding the removal of his name from the Firefighter eligibility list.
32. Ratify the Commission's letter to Matthew Wood regarding the removal of his name from the Firefighter eligibility list.
33. Ratify the Commission's letter to Lisa Sonnenfeld regarding the approval of her appeal of the removal of her name from the Clerk Typist eligibility list.
34. Ratify the Commission's letter to Joe Provenza regarding the placement of his name on the re-employment list for Utility Worker and Equipment Operator 1.

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

REGULAR AGENDA

1. The appeal of Joni Najera.
Commission Action: Sustain or reject the appeal, or set the matter for formal hearing.
2. Submission of the eligible list for Airport Operations/Maintenance Supervisor.
Commission Action: Approve and certify the eligible list for the class title of Airport Operations/Maintenance Supervisor.
3. Submission of the eligible list for Police Sergeant.
Commission Action: Approve and certify the eligible list for the class title of Police Sergeant.
4. Submission of the eligible list for Regulatory Compliance Specialist.
Commission Action: Approve and certify the eligible list for the class title of Regulatory Compliance Specialist.
5. Submission of the eligible list for Water Reclamation Worker.
Commission Action: Approve and certify the eligible list for the class title of Water Reclamation Worker.

ADMINISTRATIVE ITEMS

Set the date for the November 2016 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

Employee Status Report for September 2016

ADJOURN