



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, November 15, 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 Thursday, October 13, 2016.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Thursday, October 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) Equipment Operator IV (Recruitment due to several vacancies) – A written exam was administered on September 30, 2016. We received 8 applications and 6 were deemed qualified. All 6 passed the performance and written exams. The eligibility list will be signed during this meeting.
 - b) 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 eligibility list will be signed during this meeting.
 - c) Radio Technician II (Recruitment due to employee resignation) – The internal recruitment began on November 6, 2016 and will end on November 20, 2016. We had no applications as of the date this agenda was prepared.
 - d) Senior Planner (Recruitment due to employee resignation) – The internal recruitment began on October 23, 2016 and ended on November 6, 2016. We received one qualified application, and the Commission gave permission to conduct a T&E evaluation. The eligibility list will be signed during this meeting.

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CONSENT AGENDA (CONTINUED)

- e) Senior WWTP Maintenance Mechanic (Recruitment due to an employee transfer) – The external recruitment began on September 18, 2016 and ended on October 9, 2016. We received two applications, and the Commission gave permission to conduct a T&E evaluation on the one qualified applicant. The eligibility list will be signed during this meeting.
 - f) Wastewater Electrical Specialist (Recruitment due to an employee retirement) – We received no applicants during the internal recruitment, which ended on October 23, 2016. The external recruitment began on October 30, 2016 and ends on November 20, 2016. As of the date this agenda was prepared, we had three applications.
 - g) Wastewater Utility Worker (Recruitment due to upcoming employee vacancies) – The external recruitment began on October 30, 2016 and ends on November 20, 2016. As of the date this agenda was prepared, we had twelve applications.
2. Ratify the Commission's letter to Francisco Aguayo regarding the removal of his name from the Police Patrol Officer eligibility list.
 3. Ratify the Commission's letter to Daniel Arellano regarding the removal of his name from the Firefighter eligibility list.
 4. Ratify the Commission's letter to Leah Bennett regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 5. Ratify the Commission's letter to Liann Cagle regarding the removal of her name from the Police Patrol Officer eligibility list.
 6. Ratify the Commission's letter to Salvador Delatorreahumada regarding the removal of his name from the Police Patrol Officer eligibility list.
 7. Ratify the Commission's letter to Linda Dominguez regarding the removal of her name from the Accounting Technician IV eligibility list.
 8. Ratify the Commission's letter to Kristy Estrada regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 9. Ratify the Commission's letter to Amy Gallo regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 10. Ratify the Commission's letter to Fernando Garcia regarding the removal of his name from the Police Patrol Officer eligibility list.
 11. Ratify the Commission's letter to Catherine Gilley regarding the removal of her name from the Police Patrol Officer eligibility list.
 12. Ratify the Commission's letter to Terri Hawley regarding the removal of his name from the Accounting Technician IV eligibility list.

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CONSENT AGENDA (CONTINUED)

13. Ratify the Commission's letter to Jacquelin Hernandez regarding the removal of her name from the Police Patrol Officer eligibility list.
14. Ratify the Commission's letter to Adam Herrera regarding the removal of his name from the Police Patrol Officer eligibility list.
15. Ratify the Commission's letter to Caitlyn Hollifield regarding the removal of her name from the Police Patrol Officer eligibility list.
16. Ratify the Commission's letter to Crystal Jones regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
17. Ratify the Commission's letter to Corey Keaton regarding the removal of his name from the Police Patrol Officer eligibility list.
18. Ratify the Commission's letter to Misty Kirchner regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
19. Ratify the Commission's letter to Keith Kuenstler regarding the removal of his name from the Police Patrol Officer eligibility list.
20. Ratify the Commission's letter to Alan Lamberg regarding the removal of his name from the Accounting Technician IV eligibility list.
21. Ratify the Commission's letter to Pamela Lucero regarding the removal of her name from the Accounting Technician IV eligibility list.
22. Ratify the Commission's letter to Adam Martinez regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
23. Ratify the Commission's letter to Blue Oliva regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
24. Ratify the Commission's letter to George Poling regarding the removal of his name from the Police Patrol Officer eligibility list.
25. Ratify the Commission's letter to Shelly Rodriguez regarding the removal of her name from the Accounting Technician IV eligibility list.
26. Ratify the Commission's letter to Alexis Romero regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
27. Ratify the Commission's letter to Karri Roskam regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
28. Ratify the Commission's letter to Conrad Schanze regarding the removal of his name from the Police Patrol Officer eligibility list.

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CONSENT AGENDA (CONTINUED)

29. Ratify the Commission's letter to Krystal Scott regarding the removal of her name from the Police Patrol Officer eligibility list.
30. Ratify the Commission's letter to Alexander Trevino regarding the removal of his name from the Police Patrol Officer eligibility list.
31. Ratify the Commission's letter to Jason Upton regarding the removal of his name from the Police Patrol Officer eligibility list.
32. Ratify the Commission's letter to Matthew Valderrama regarding the removal of his name from the Police Patrol Officer eligibility list.
33. Ratify the Commission's letter to Nathan Waters regarding the removal of his name from the Firefighter eligibility list.
34. Ratify the Commission's letter to Marcos Whyte regarding the removal of his name from the Police Patrol Officer eligibility list.
35. Ratify the Commission's letter to Robert Wood regarding the removal of his name from the Police Patrol Officer eligibility list.
36. Ratify the Commission's letter to Alec Young regarding the removal of his name from the Police Patrol Officer eligibility list.
37. Ratify the Commission's response to Equipment Operator IV exam appellants relating to the Commission's decision on exam item #20.
38. Ratify the Commission's letter to Kenneth Bowman regarding the rejection of his appeal of questions #70 and #81 on the Equipment Operator IV written exam.
39. Ratify the Commission's letter to Chris Cruz regarding the rejection of his appeal of questions #30, #68 and #91 on the Equipment Operator IV written exam.
40. Ratify the Commission's letter to Adrian Martinez regarding the rejection of his appeal of questions #29, #59, #71 and #81 on the Equipment Operator IV written exam.
41. Ratify the Commission's response to Fire Captain exam appellants relating to the Commission's decision on exam item #7 and #21.
42. Ratify the Commission's letter to Justin Haberman regarding the rejection of his appeal of question #25 on the Fire Captain written exam.
43. Ratify the Commission's letter to Michael Moore regarding the rejection of his appeal of questions #33 and #41 on the Fire Captain written exam.

CONSENT AGENDA (CONTINUED)

44. Ratify the Commission's letter to Ryan Moran regarding the rejection of his appeal of question #18 on the Fire Captain written exam.
45. Ratify the Commission's letter to Keith Novak regarding the rejection of his appeal of question #17 on the Fire Captain written exam.
46. Ratify the Commission's letter to Zane Owens regarding the rejection of his appeal of questions #17 and #60 on the Fire Captain written exam.
47. Ratify the Commission's letter to James Riddell regarding the rejection of his appeal of questions #10 and #33 on the Fire Captain written exam.
48. Ratify the Commission's letter to Kyle Schleder regarding the rejection of his appeal of question #33 on the Fire Captain written exam.
49. Ratify the Commission's letter to Daniel Arellano regarding the rejection of his objection of the removal of his name from the Firefighter eligibility list.
50. Ratify the Commission's letter to Nathan Water regarding the rejection of his objection of the removal of his name from the Firefighter eligibility list.
51. Ratify the Commission's decision to perform a Training and Experience (T&E) evaluation on the Senior Planner position.
52. Ratify the Commission's decision to perform a Training and Experience (T&E) evaluation on the Senior WWTP Maintenance Mechanic position.

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

REGULAR AGENDA

1. Submission of the eligible list for Equipment Operator IV.
Commission Action: Approve and certify the eligible list for the class title of Equipment Operator IV.
2. Submission of the eligible list for Fire Captain.
Commission Action: Approve and certify the eligible list for the class title of Fire Captain.
3. Submission of the eligible list for Senior Planner.
Commission Action: Approve and certify the eligible list for the class title of Senior Planner.

REGULAR AGENDA (CONTINUED)

4. Submission of the eligible list for Senior WWTP Maintenance Mechanic.
Commission Action: Approve and certify the eligible list for the class title of Senior WWTP Maintenance Mechanic.

ADMINISTRATIVE ITEMS

1. Set the date for the December 2016 Civil Service Commission Meeting.
2. Set the date for a Civil Service retreat.

INFORMATIONAL ITEMS

1. Employee Status Report for October 2016
2. Handouts

ADJOURN