



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, March 14, 2017
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, February 14, 2017.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, February 14, 2017 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) Emergency Services Dispatcher (Recruitment due to anticipated vacancies) – The external recruitment began on January 29, 2017 and ended on February 19, 2017. We had 74 approved applications. The written exam was administered on March 3, 2017. The eligibility list will be signed during this meeting.
 - b) Police Patrol Officer (Recruitment due to anticipated vacancies) – The external recruitment began on March 10, 2017 and will end on March 31, 2017. The written exam is scheduled for April 20, 2017.
 - c) Social Media Specialist (New position created in 2017) – The external recruitment began on January 22, 2017 and ended on February 12, 2017. We had 22 approved applications. The written exam was administered on February 27, 2017. The eligibility list will be signed during this meeting.
 - d) Wastewater Engineering Manager (New position created in 2017) – The external recruitment began on January 22, 2017 and ended on February 12, 2017. We had 2 approved applications and the Commission authorized a T&E. The eligibility list will be signed during this meeting.

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CONSENT AGENDA (CONTINUED)

- e) Wastewater Operator A (vacancy due to employee retirement) – The internal recruitment began on February 23, 2017 and ended on March 9, 2017. We had one approved application and the Commission authorized a T&E. The eligibility list will be signed during this meeting.
1. Ratify the Commission's letter to Benjamin Alexander regarding the removal of his name from the Laboratory Pretreatment Specialist eligibility list.
 2. Ratify the Commission's letter to Carlos Estupinan regarding the removal of his name from the Wastewater Utility Worker eligibility list.
 3. Ratify the Commission's letter to Leah Gonzales regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
 4. Ratify the Commission's letter to Lisa Sonnenfeld regarding the removal of her name from the Clerk Typist eligibility list.
 5. Ratify the Commission's letter to Aaron Aumiller regarding the rejection of his objection relating to exam questions from the Emergency Medical Officer exam.
 6. Ratify the Commission's letter to Chad Davidson regarding the rejection of his objection relating to exam questions from the Emergency Medical Officer exam.
 7. Ratify the Commission's letter to Jake Garcia regarding the rejection of his objection relating to exam questions from the Emergency Medical Officer exam.
 8. Ratify the Commission's letter to Douglas Martin regarding the rejection of his objection relating to exam questions from the Emergency Medical Officer exam.
 9. Ratify the Commission's letter to Lisa Sonnenfeld regarding the approval of her objection of the removal of her name from the Clerk Typist eligibility list.
 10. Ratify the Commission's letter to John Braasch regarding the approval of his objection of the rejection of his application from the Emergency Services Dispatcher application process.
 11. Ratify the Commission's letter to Alex Jaco regarding the approval of his objection of the rejection of his application from the Emergency Services Dispatcher application process.
 12. Ratify the Commission's letter to Christina Lopez regarding the approval of her objection of the rejection of her application from the Emergency Services Dispatcher application process.
 13. Ratify the Commission's decision to perform a Training and Experience (T&E) evaluation on the Wastewater Engineering Manager position.
 14. Ratify the Commission's decision to perform a Training and Experience (T&E) evaluation on the Wastewater Operator A position.

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

CONSENT AGENDA (CONTINUED)

REGULAR AGENDA

1. Submission of the eligible list for Emergency Services Dispatcher.
Commission Action: Approve and certify the eligible list for the class title of Emergency Services Dispatcher.
2. Submission of the eligible list for Social Media Specialist.
Commission Action: Approve and certify the eligible list for the class title of Social Media Specialist.
3. Submission of the eligible list for Wastewater Engineering Manager.
Commission Action: Approve and certify the eligible list for the class title of Wastewater Engineering Manager.
4. Submission of the eligible list for Wastewater Operator A.
Commission Action: Approve and certify the eligible list for the class title of Wastewater Operator A.
5. Submission of a request for the City of Pueblo to enter an agreement between the City of Pueblo and Fire and Police Selection, Inc. with respect to the development and validation of an entry-level Police Patrol Officer candidate physical ability test.
Commission Action: Approve or disapprove entering the agreement.

ADMINISTRATIVE ITEMS

1. Set the date for the April 2017 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

1. Employee Status Report for February 2017
2. Handouts

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