



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, July 11, 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, June 13, 2017.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, June 13, 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. **Painter** (Recruitment due to an employee promotion) - The external recruitment began on June 15, 2017 and ended on July 6, 2017. We received 15 applications as of the date this agenda was prepared. The written exam is scheduled for July 26, 2017.
 - b. **Police Captain** (Recruitment due to anticipated vacancies) – The promotional recruitment began on July 10, 2017 and ends on July 24, 2017. The written exam is scheduled for August 14, 2017.
 - c. **Police Chief** (Recruitment due to anticipated retirement) – The promotional recruitment began on July 3, 2017 and ends on August 1, 2017.
 - d. **Police Sergeant** (Recruitment due to anticipated vacancies) – The promotional recruitment began on July 10, 2017 and ends on July 24, 2017. The written exam is scheduled for August 10, 2017.

CONSENT AGENDA (CONTINUED)

- e. **Senior PC/Network Technician** (Recruitment due to employee promotion) – The promotional recruitment began on July 6, 2017 and ends on July 20, 2017.
 - f. **Tax Auditor** (Recruitment due to an employee separation) – The external recruitment began on June 15, 2017 and ended on July 6, 2017. We received 23 applications as of the date this agenda was prepared. The written exam is scheduled for July 25, 2017.
 - g. **Traffic Control Utility Worker II** (Recruitment due to an employee promotion) – The internal recruitment began on March 30, 2017 and ended on April 13, 2017. We had 1 approved application, who subsequently withdrew from the process. The External recruitment began on May 7, 2017 and ended on May 28, 2017. We received 19 applications and 12 were approved for the exam. The written exam was administered on June 14, 2017. The eligibility list for this position will be signed during this meeting.
 - h. **Wastewater Utility Worker** (Recruitment due to a newly approved position) – The external recruitment began on May 28, 2017 and ended on June 18, 2017. We received 21 applications and 13 were approved for the exam. The written exam was administered on July 5, 2017. The eligibility list for this position will be signed during this meeting.
 - i. **Water Reclamation Worker** (Recruitment due to an employee separation) – The external recruitment began on May 28, 2017 and ended on June 18, 2017. We received 18 applications and 16 were approved for the exam. The written exam was administered on July 5, 2017. The eligibility list for this position will be signed during this meeting.
2. Ratify the Commission’s letter to Jayce Ervin and Steven Goodell regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
 3. Ratify the Commission’s letters to Dennis Rowland and Randy Trujillo regarding the decision on their appealed Stormwater Crew Leader exam questions.
 4. Ratify the Commission’s letters to Jennifer McConnell, Cesar Garces, Matthew Angoy, James Baird, regarding the removal of their names from the Police Patrol Officer eligibility list.
 5. Ratify the Commission’s letters to Dale Bogle and Thomas Laird, regarding the removal of their names from the PC/Network Technician eligibility list.

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

REGULAR AGENDA

1. Submission of the eligible list for Traffic Control Utility Worker II.
Commission Action: Approve and certify the eligible list for the class title of Traffic Control Utility Worker II.
2. Submission of the eligible list for Wastewater Utility Worker.
Commission Action: Approve and certify the eligible list for the class title of Wastewater Utility Worker.
3. 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

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

INFORMATIONAL ITEMS

1. Employee Status Report for June 2017
2. Handouts

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