



CIVIL SERVICE COMMISSION MEETING  
CITY COUNCIL CHAMBERS – CITY HALL  
#1 CITY HALL PLACE  
Tuesday, September 08, 2020  
11:00 AM

*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, August 11, 2020.

**Commission Action:** Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, August 11, 2020 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:

- Engineering Manager** (Vacancy due to employee promotion) - The open recruitment began on August 2, 2020 and ended on August 30, 2020. We received 4 applicants and 2 were approved for exam. The Civil Service Commission approved a T&E exam. The eligibility list will be presented to the Commission for certification during this meeting.
- Police Patrol Officer** (Recruitment due to anticipated vacancies) – The open recruitment began on August 2, 2020 and ends on September 13, 2020. We received 155 applicants as of the date this agenda was prepared. The physical ability test and written exam are scheduled from September 28<sup>th</sup> through September 30<sup>th</sup>.
- Police Sergeant** (Recruitment due to anticipated vacancies) – The closed recruitment began on August 9, 2020 and ended on August 22, 2020. We received 30 applications and 28 were approved for exam. The written exam is scheduled for September 15, 2020.
- Purchasing/Contract Coordinator** (Funding restored to existing position) – The closed recruitment began on August 12, 2020 and ended on August 25, 2020. We received 1 approved applicant. The Civil Service Commission approved a T&E exam. The eligibility list will be presented to the Commission for certification during this meeting.
- Senior Office Assistant** (Recruitment due to an employee promotion) – The closed recruitment began on August 23, 2020 and ended on September 5, 2020. We received 0 applications as of the date this agenda was prepared. The written exam is scheduled for September 21, 2020.

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**CONSENT AGENDA (CONTINUED)**

2. Ratify the Commission's letter to Kimberly Swearingen, regarding the rejection of her appeal to the rejection of her Engineering Manager application.
3. Ratify the Commission's letter to Jordan Cody, regarding the rejection of his appeal to the rejection of his Police Patrol Officer application.
4. Ratify the Commission's letter to Skyler Laver, regarding the approval of his appeal to the rejection of his Police Patrol Officer application.
5. Ratify the Commission's letters to Loghan O'Hayre and Richard Romero, regarding the approval of their appeals to the rejection of their Police Sergeant applications.
6. Ratify the Commission's letter to Brenda Walter, regarding the approval of her appeal to the removal of her name from the Senior Office Assistant eligible list.
7. Ratify the Commission's letters to Thomas Davidson, Kyle Lazzarini regarding the removal of their names from the Emergency Medical Officer eligibility list.
8. Ratify the Commission's letters to Davin Ada, Jason, Bates, Wade Beauvais, Joe Bernyk, Russell Brooks, Ralph Cabalar, Derek Carson, Nicholas Cornejo, Ryan Crouse, Robert Dungan, Mark Fearheiley, Scott Gallimore, Tyler Gard, Curt Gray, Mark Gregory, Jerid Huggins, Emma Jesik-Vigil, Caleb Johnson, Christopher Johnson, Nathan Kincaid, Robert Korneck, Trace LaMastres, Jackson Lamb, Ryan McGinty, Ty Medler, Johnny Metoyer, Dustin Milyard, Paulina Morales, Mitchell Oghigian, Zachary Percival, Andrew Rodrigues, Ian Romero, Joseph Saavedra, Anthony Saiz, Dylan Schell, Robert Schoendorf, Casey Spencer, Charles Story, Ricco Tapia, Gage Trujillo, Michael Vigil, Christopher Williams, and Austin Young, regarding the removal of their names from the Fire Fighter eligibility list.
9. Ratify the Commission's letters to Joe Bernyk, Lisa Gonzales, and Courtney Seder regarding the removal of their names from the Program Coordinator – Ice Arena eligibility list.
10. Ratify the Commission's letters to Jennifer Salamena and Brenda Walter, regarding the removal of their names from the Senior Office Assistant eligibility list.
11. Ratify the Commission's letters to Kenith Cox, Nicholas Swett, and Ralph Romero, regarding the removal of their names from the Water Reclamation Worker eligibility list.
12. Ratify the Commission's decision to administer Training and Experience (T&E) examinations for the Engineering Manager and Purchasing/Contract Coordinator positions.

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

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**REGULAR AGENDA**

1. Submission of the eligible list for Engineering Manager  
**Commission Action:** Approve and certify the eligible list for the class title of Engineering Manager
2. Submission of the eligible list for Purchasing/Contract Coordinator  
**Commission Action:** Approve and certify the eligible list for the class title of Purchasing/Contract Coordinator

**ADMINISTRATIVE ITEMS**

1. Set the date for the October 2020 Civil Service Commission Meeting.

**INFORMATIONAL ITEMS**

1. Employee Status Report for August 2020

**ADJOURN**