



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, June 08, 2021
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, May 11, 2021.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, May 11, 2021 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:

- Civil Service Analyst** – (Recruitment due to reclassification of the Senior Office Assistant) – The closed recruitment began on May 13, 2021 and ended on May 26, 2021. We received 2 applications and 1 was approved for exam. The Commission approved a T&E examination. The eligibility list will be presented to the Commission for certification during this meeting.
- Emergency Services Dispatcher** – (Recruitment due to current and anticipated vacancies) – The open recruitment began on June 3, 2021 and ends on June 23, 2021. We received 14 applications as of the date this agenda was prepared. The exam is scheduled for July 6 – 7, 2021.
- Firefighter** – (Recruitment due to anticipated vacancies) – The open recruitment began April 16, 2021 and ended on May 13, 2021. We received 285 applications and 245 were approved for the exam. The exam was administered the week of May 21 – 26 2021. The eligibility list will be presented to the Commission for certification during this meeting.
- GIS Specialist I** – (Recruitment due to an employee resignation) – The closed recruitment began on June 3, 2021 and ends on June 16, 2021. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 6, 2021.

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CONSENT AGENDA CONTINUED)

- e. Park Caretaker II – Playground Inspector** – (Recruitment due to employee retirement) – The closed recruitment began April 30, 2021 and ended on May 13, 2021. We received 2 approved applications. The Commission approved a T&E examination. The eligibility list will be presented to the Commission for certification during this meeting.
- f. Parks Supervisor** – (Recruitment due to employee retirement) – The closed recruitment began on April 30, 2021 and ended on May 13, 2021. We received 4 approved applications. The Commission approved a T&E examination. The eligibility list will be presented to the Commission for certification during this meeting.
- g. Parts Clerk** – (Recruitment due to an employee resignation) – The open recruitment began on April 9, 2021 and ended on April 29, 2021. We received 35 applications and 10 were approved for the exam. The exam was administered on May 14, 2021. The eligibility list will be presented to the Commission for certification during this meeting.
- h. Recreation Supervisor** – (Recruitment due to employee resignation) – The open recruitment began April 30, 2021 and ended on May 20, 2021. We received 43 applications and 24 were approved for the exam. The exam was administered on June 2, 2021. The eligibility list will be presented to the Commission for certification during this meeting.
- i. Tax Auditor** – (Recruitment due to employee resignation) – The open recruitment began on April 22, 2021 and ended on May 12, 2021. We received 15 applications and 11 were approved for the exam. The exam was administered on June 2, 2021. The eligibility list will be presented to the Commission for certification during this meeting.
- j. Wastewater Electrical Specialist** – (Recruitment due to an employee promotion) – The Open recruitment began on May 14, 2021 and ended June 3, 2021. We received 0 applications as of the date this agenda was prepared.

- 2. Ratify the Commission's letter to Bernadette Albo, regarding the removal of her name from the Accountant II eligibility list.
- 3. Ratify the Commission's letter to Julian Sung, regarding the removal of his name from the Associate Engineer I – Stormwater eligibility list.
- 4. Ratify the Commission's letter to Shyanne Pagnotta, regarding the removal of her name from the Emergency Services Dispatcher eligibility list.
- 5. Ratify the Commission's letters to Megan Hollenbeck, Ashley Hernandez, regarding the removal of their names from the Office Assistant eligibility list.
- 6. Ratify the Commission's letters to Matthew Brooks, Colton Deck, Justin Decker, Mitchell Dodson, Aimee Galindo, Daniel Jacobs, Jacob Lathem, Michael Martinez, Jorgen Moore, Bobby Nevares, Alasdair Nolen, Luis Ortiz, Adam Petersen, Jearamie Sandoval, Margarita Venegas, and Brennan Watson regarding the removal of their names from the Police Patrol Officer eligibility list.
- 7. Ratify the Commission's letters to Jose Almonte, Christopher Gooch and David Johnston regarding the approval of their appeals to the rejection of their Firefighter applications.
- 8. Ratify the Commissioner's letters to Lilian McDonald and Shyanne Pagnotta regarding the rejection of their appeals for the removal of their names from the Emergency Services Dispatcher eligibility list.

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9. Ratify the Commission's letter to Megan Hollenbeck, regarding the rejection of her appeal for the removal of her name from the Office Assistant eligibility list.
10. Ratify the Commission's letter to Adam Arellano, regarding the rejection of his appeal for the rejection of his Recreation Supervisor application.
11. Ratify the Commission's letter to Daniel Sena, regarding the removal of his name from the Wastewater Electrical Specialist eligible list.
12. Ratify the Commission's decision to conduct T&E exams on the Civil Service Analyst, Park Caretaker II – Playground Inspector and Parks Supervisor positions.
13. Ratify the Commission's updated notice to the IAFF Local 3 regarding the postponement of the Fire Captain exam until after the expiration of the current eligibility list.

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

REGULAR AGENDA

1. Submission of the eligible list for Civil Service Analyst
Commission Action: Approve and certify the eligible list for the class title of Civil Service Analyst.
2. Submission of the eligible list for Firefighter
Commission Action: Approve and certify the eligible list for the class title of Firefighter
3. Submission of the eligible list for Park Caretaker II – Playground Inspector
Commission Action: Approve and certify the eligible list for the class title of Park Caretaker II – Playground Inspector.
4. Submission of the eligible list for Parks Supervisor
Commission Action: Approve and certify the eligible list for the class title of Parks Supervisor
5. Submission of the eligible list for Parts Clerk
Commission Action: Approve and certify the eligible list for the class title of Parts Clerk
6. Submission of the eligible list for Recreation Supervisor
Commission Action: Approve and certify the eligible list for the class title of Recreation Supervisor
7. Submission of the eligible list for Tax Auditor
Commission Action: Approve and certify the eligible list for the class title of Tax Auditor

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ADMINISTRATIVE ITEMS

1. Rule Revision Taskforce Update – Rule 21(a)
2. Set the date for the July 2021 Civil Service Commission Meeting.

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