



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, June 28, 2022
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, June 14, 2022.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, June 14, 2022 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:

- Accounting Technician II** (due to an employee promotion). The open recruitment began on May 29, 2022 and ended on June 22, 2022. We received 6 applications and 3 were approved for the exam. The Rule 17 appeal period ends on July 3, 2022. The exam is scheduled for July 6, 2022.
- Accounting Technician IV** (due to an additional FTE). The closed recruitment began on June 14, 2022 and ends on June 28, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 13, 2022.
- Building Custodian** (due to an employee retirement). The open recruitment began on June 13, 2022 and ends on July 4, 2022. We received 9 applications as of the date this agenda was prepared. The exam is scheduled for July 20, 2022.
- Civil Engineer/Drainage** (due to an employee promotion). The updated open recruitment began on May 15, 2022 and ends on July 7, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 20, 2022.

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CONSENT AGENDA (CONTINUED)

- e. Civil Engineer/Public Works** (due to an employee promotion). The closed recruitment began on June 24, 2022 and ends on July 10, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 22, 2022.
- f. Community Service Specialist** (due to an employee separation). The open recruitment began on June 8, 2022 and ends on June 28, 2022. We received 9 applications as of the date this agenda was prepared. The exam is scheduled for July 13, 2022.
- g. Construction Inspector** (due to an employee resignation). The open recruitment began on May 25, 2022 and ended on June 16, 2022. We received 12 applications and 7 were approved for the exam. The exam is scheduled for June 29, 2022.
- h. Emergency Medical Officer** (due to one vacancy and contractual agreement). The closed recruitment began on June 1, 2022 and ended on June 14, 2022. We received 6 applications and all were approved for the exam. The exam is scheduled for August 31, 2022.
- i. Housing and Community Development Coordinator II** (due to an employee promotion). The open recruitment began on May 15, 2022 and ended on June 12, 2022. We received 4 applications and 1 was approved for the exam. The T&E exam was administered on June 21, 2022. The eligibility list will be presented to the Commission for certification during this meeting.
- j. Inspector – Stormwater** (due to an employee promotion). The closed recruitment began on June 10, 2022 and ended on June 23, 2022. We received 2 applications and all were approved for the exam. The exam is scheduled for July 13, 2022.
- k. MS4 Permit Coordinator** (due to an additional FTE). The open recruitment began on June 10, 2022 and ends on June 30, 2022. We received 2 applications as of the date this agenda was prepared. The exam is scheduled for July 13, 2022.
- l. Painter** (due to an employee retirement). The open recruitment began on May 19, 2022 and ended on June 8, 2022. We received 10 applications and 5 were approved for the exam. The T&E exam was administered on June 16, 2022. The eligibility list will be presented to the Commission for certification during this meeting.
- m. Park Ranger** (due to an additional FTE). The open recruitment began on June 2, 2022 and ended on June 22, 2022. We received 39 applications and 12 were approved for the exam. The exam is scheduled for July 6, 2022.
- n. Senior Planner** (due to the addition of an FTE). The closed recruitment began on June 22, 2022 and ends on July 6, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 20, 2022.
- o. Solid Waste Coordinator** (due to an employee promotion). The open recruitment began on May 19, 2022 and ended on June 8, 2022. We received 6 applications and 5 were approved for the exam. The T&E exam was administered on June 21, 2022. The eligibility list will be presented to the Commission for certification during this meeting.

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CONSENT AGENDA (CONTINUED)

p. Traffic Control Utility Worker III (due to an employee retirement). The closed recruitment began on June 23, 2022 and ends on July 7, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 20, 2022.

q. Traffic Signs & Marking Specialist (due to an employee retirement). The closed recruitment began on June 23, 2022 and ends on July 7, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 20, 2022.

r. Water Reclamation Worker (due to an expired list). The open recruitment began on May 29, 2022 and ended on June 22, 2022. We received 7 applications and all were approved for the exam. The exam is scheduled for July 6, 2022.

s. WWTP Maintenance Mechanic (due to an employee resignation). The closed recruitment began on June 12, 2022 and ended on June 25, 2022. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for July 13, 2022.

2. Ratify the Commission's letters to William Gronholm and Oleg Pertsov, regarding their appeal to the content of the Emergency Medical Officer exam.
3. Ratify the Commission's letter to Elysha Charter, regarding his appeal to the removal of his name from the Firefighter eligible list.
4. Ratify the Commission's letter to Tavian Broadhead, regarding the removal of his name from the Emergency Services Dispatcher eligibility list.
5. Ratify the Commission's letter to Brandon Wilson regarding the removal of his name from the Police Patrol Officer eligibility list.
6. Ratify the Commission's letters to Jacob Aragon, Angelo Connelli, Michael Diaz, Benjamin Haunert, Ralph Romero Jr., Eric Trujillo, and Derek Vigil, regarding the removal of their names from the Utility Worker eligibility list.
7. Ratify the Commission's decision to conduct T&E examinations for Housing and Community Development Coordinator II, Painter, and Solid Waste Coordinator.

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

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REGULAR AGENDA

1. Review the appeal submitted by Michael Diaz relating to the removal of his name from the Utility Worker Eligible List.
Commission Action: Sustain, reject, or set for formal hearing
2. Submission of the eligible list for Housing and Community Development Coordinator II
Commission Action: Approve and certify the eligible list for the class title of Housing and Community Development Coordinator II
3. Submission of the eligible list for Painter
Commission Action: Approve and certify the eligible list for the class title of Painter
4. Submission of the eligible list for Solid Waste Coordinator
Commission Action: Approve and certify the eligible list for the class title of Solid Waste Coordinator

ADMINISTRATIVE ITEMS

1. Set the date for the next Civil Service Commission Meeting.

ADJOURN