



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, September 13, 2022
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the Civil Service Commission Meeting to order at 11:00 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner,

Absent: Erick Javaneau

Administrative and Civil Service Staff Members Present: Robert Jagger, Counsel for the Commission; Butch Batchelder, Human Resource Senior Analyst; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: NO

READING AND APPROVAL OF MINUTES

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the August 23, 2022 regular meeting as distributed.

Roll Call: Ayes: Archibeque, Bonner. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve all items set forth in the consent agenda.

Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

REGULAR AGENDA

1. Review the appeal submitted by Aiyana Chacon, relating to the removal of their name from the Firefighter eligible list.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is sustained, as set forth in the staff report. The staff report has been made part of the record in this matter.

Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

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REGULAR AGENDA (CONTINUED)

2. Review the appeal submitted by Jason Tompkins, relating to the removal of their name from the Utility Worker eligible list.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected, as set forth in the staff report. The staff report has been made part of the record in this matter.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
3. Submission of the eligible list for Associate Engineer I.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Associate Engineer I.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
4. Submission of the eligible list for Civil Engineer / Drainage.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Civil Engineer / Drainage.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
5. Submission of the eligible list for Emergency Medical Officer.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Emergency Medical Officer.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
6. Submission of the eligible list for Licensing Coordinator.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Licensing Coordinator.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
7. Submission of the eligible list for Traffic Signal Technician.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Traffic Signal Technician.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

ADMINISTRATIVE ITEMS

1. Discussion relating to a change in the Police Patrol Officer physical ability test. Manuel informed the Commission that because the Pueblo Police Department was moving from a vest & belt to an outer carrier (vest only) for its officers, both the Civil Service Office and Police Department agree that we should make the change to our physical ability test to reflect this. Manuel said he reached out to Fire and Police Selection, Inc. (FPSI), the company that helped us develop/validate the PAT, to see if there was anything we needed to do to implement the change. FPSI indicated that if the total weight is the same, which was confirmed by PD, there was no problem with simply switching over to 20-lb vests. Manuel said that the needed vests may cost under \$500. We will be able to absorb the cost through our operating budget. Manuel said that if there was no objection, the intent was to purchase and begin using the new vests during the January 2023 physical ability test. The Commission did not voice objections with and approved the proposal.

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ADMINISTRATIVE ITEMS (Continued)

2. The next regular meeting of the Civil Service Commission was scheduled for Tuesday October 11, 2022, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURNED - 11:14 AM

A handwritten signature in blue ink, appearing to read "Dan Rubino", is written over a horizontal line.

Commission Chair