

PUEBLO

CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – INTERIM CITY HALL
301 W. “B” STREET
TUESDAY, JULY 10, 2012
5:30 PM

Individuals Requiring Special Accommodations Should Notify the Civil Service Commission Office (719) 553-2635 by Noon on the Monday Preceding the Meeting.

CALL TO ORDER

ROLL CALL

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

- Regular meeting of Tuesday, June 12, 2012.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, June 12, 2012 as distributed.

CONSENT AGENDA

The following items are considered to be 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. Park Caretaker, Senior - (Recruitment due to employee voluntary demotion) – The written examination was held on June 29, 2012. All three persons scheduled appeared to take the examination. There were no passing scores.
 - b. Emergency Services Dispatcher - (Recruitment due to several current vacancies and exhaustion of eligible list) – We received 143 applications for this position, and 46 were accepted. The performance examination will be given on July 9, 2012.
 - c. Fire Captain - (Recruitment required every year per Civil Service Rule 29) – The written exam was held June 26, 2012. Nineteen persons were scheduled and 17 appeared to take the exam. Thirteen persons passed the exam and four failed. We are currently in the appeal/review period.
 - d. Police Sergeant - (Recruitment required every year per Civil Service Rule 29) - We received 52 applications for this position, and all were approved. The written examination will be given on July 23, 2012.

CONSENT AGENDA

- e. Police Patrol Officer - (Recruitment due to anticipated October 2012 Police Academy and anticipated exhaustion of the current eligible list) – We received 235 applications for this position. We are currently in the process of screening these applications. The written exam will be held on July 30, 2012.
 - f. Wastewater Data Technician- (Recruitment due to anticipated employee promotion) – External recruitment began on June 24, 2012 and ends on July 15, 2012. At the time of this agenda, we had received 13 applications for this position.
2. Ratify the Commission's letter to Melvin Faricy regarding the removal of his name from the Compliance Audit Agent eligibility list.
 3. Ratify the Commission's letter to Deandria Martinez regarding the rejection of her objection regarding the removal of her name from the Emergency Services Dispatch Supervisor eligibility list.
 4. Ratify the Commission's letter to Dawn McFall regarding the rejection of her objection to allow her to take the Emergency Services Dispatcher examination.
 5. Ratify the Commission's letter to Tiffany Lucero regarding her request for accommodation to take the Emergency Services Dispatcher examination.

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

REGULAR AGENDA

1. Review of Melvin Faricy's appeal of his removal from the eligibility list for Compliance/Audit Agent.

Commission Action: Approve/disapprove or set the matter for formal hearing.

ADMINISTRATIVE ITEMS

A. **Administrative Items.**

1. Set the date for the August 2012 Civil Service Commission Meeting.

INFORMATIONAL ITEMS

B. Informational Items.

1. Handouts

ADJOURN