



**CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE**

**THURSDAY, AUGUST 15, 2024
11:00 AM**

Individuals Requiring Special Accommodations Should Notify the City's ADA Coordinator at (719) 553-2295 by Noon on the Day Preceding the Meeting.

Agenda

CALL TO ORDER

ROLL CALL

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

1. Regular meeting of July 18, 2024.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Thursday, July 18, 2024 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.

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

1. Receive and file the following status reports on current recruitments:
 - a **Accountant II** (*Vacancy: Employee Separation*). The open recruitment began on August 8, 2024 and ends on August 29, 2024. We received 4 applications and 1 was approved for the exam, as of the date this agenda was prepared. The exam is scheduled for September 10, 2024.
 - b **Accounting Technician II** (*Vacancy: Employee Retirement*). The closed recruitment began on August 7, 2024 and ends on August 21, 2024. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for September 3, 2024.
 - c **Emergency Medical Officer** (*Vacancy: Contractual Agreement*). The closed recruitment began on August 4, 2024 and ends on August 18, 2024. We received 2 applications and both were approved for the exam, as of the date this agenda was

prepared. The exam is scheduled for September 3, 2024.

- d **Emergency Services Dispatch Supervisor** (*Vacancy: Employee Demotion*). The closed recruitment began on July 3, 2024 and ended on July 17, 2024. We received 3 applications and all were approved for the exam. The T&E exam was administered on July 29, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- e **Fire Engineer** (*Vacancy: Contractual Agreement*). The closed recruitment began on August 11, 2024 and ends on August 25, 2024. We received 3 applications and all were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for September 10, 2024.
- f **Parks Supervisor** (*Vacancy: Employee Retirement*). The open recruitment began on June 16, 2024 and ended on July 7, 2024. We received 31 applications and 9 were approved for the exam. The exam was administered on July 30, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- g **PC/Network Technician** (*Vacancy: Employee Promotion*). The open recruitment began on July 28, 2024 and ends on August 18, 2024. We received 42 applications and 15 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for September 3, 2024.
- h **Planner** (*Vacancy: Employee Resignation*). The open recruitment began on June 23, 2024 and ended on July 14, 2024. We received 62 applications and 18 were approved for the exam. The exam was administered on July 30, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- i **Police Captain** (*Vacancy: Employee Retirement*). The open recruitment began on July 21, 2024 and ended on August 4, 2024. We received 9 applications and all were approved for the exam. The exam is scheduled for August 20, 2024.
- j **Police Patrol Officer** (*Vacancy: Current and Anticipated*). The open recruitment began on May 12, 2024 and ended on June 13, 2024. We received 105 applications and 77 were approved for the exam, including 8 who were POST certified and were referred to HR per the Mayoral Order. The exam was administered on June 25, 2024. The updated open recruitment began on June 23, 2024 and ended on July 18, 2024. We received 76 applications and 55 were approved for the exam, including 4 POST-certified candidates. The exam was administered on July 30, 2024. Three (3) eligible lists will be presented to the Commission for certification during this meeting. The updated open recruitment began on August 4, 2024 and ends on September 18, 2024. We received 34 applications and 21 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 1, 2024.
- k **Pretreatment Manager** (*Vacancy: Employee Promotion*). The open recruitment began on June 20, 2024 and ended on July 18, 2024. We received 8 applications and 2 were approved for the exam. The T&E exam was administered on July 29, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- l **Program Coordinator - Marketing** (*Vacancy: Employee Promotion*). The open recruitment began on August 8, 2024 and ends on August 29, 2024. We received 22 applications and 1 was approved for the exam, as of the date this agenda was prepared. The exam is scheduled for September 10, 2024.
- m **Shops Supervisor** (*Vacancy: Employee Separation*). The open recruitment began on August 4, 2024 and ends on August 25, 2024. We received 6 applications and 1 was approved for the exam, as of the date this agenda was prepared. The exam is

scheduled for September 10, 2024.

- n **Tax Auditor II** (*Vacancy: Employee Resignation*). The closed recruitment began on August 13, 2024 and ends on August 27, 2024. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for September 10, 2024.
- o **Water Reclamation Worker** (*Vacancy: Multiple*). The open recruitment began on June 26, 2024 and ended on July 21, 2024. We received 35 applications and 18 were approved for the exam. The exam was administered on August 6, 2024. The eligible list will be presented to the Commission for certification during this meeting.

2. Appeal decision letters.

- a **Emergency Services Dispatcher**. Ratify the Commission letters to Miranda Pinales-Vasquez and Kirsten Zumbach regarding rejection of their appeals for the removal of their names from the Emergency Services Dispatcher eligible list.
- b **Fire Captain**. Ratify the Commission letters to Paul Luebke, Joshua Sprague and Michael Tucci regarding the rejection of their appeals for the content of the Fire Captain exam.
- c **Police Patrol Officer**. Ratify the Commission letters to Christopher Gutierrez, Robert Murray, and Devin Tendoer regarding the rejection of their appeals for the removal of their names from the Police Patrol Officer eligible list.
- d **Pretreatment Manager**. Ratify the Commission letter to David Paterniti regarding rejection of their appeal to the rejection of their application to the Pretreatment Manager examination.

3. Removals from the eligible list.

- a **Abatement Worker**. Ratify the Commission letters to Jodipaul Kohler, Mark Lucero, Jason Tompkins, Eric Trujillo, Jacob Trujillo, and Vernon Trujillo, regarding the removal of their names from the Abatement Worker eligible list.
- b **Emergency Services Dispatcher**. Ratify the Commission letters to Minnie Esquibel and Nicholas Sandoval, regarding the removal of their names from the Emergency Services Dispatcher eligible list.
- c **Police Patrol Officer**. Ratify the Commission letters to Lucas Brinkdopke, Wayne Knopp, Gregory Reeve, Sean Sands, Mario Solano, Aaron White and Amanda Winters, regarding the removal of their names from the Police Patrol Officer eligible list.
- d **Real Time Crime Center Technician**. Ratify the Commission letters to Jennifer Davis and Eric Morgan, regarding the removal of their names from the Real Time Crime Center Technician eligible list.
- e **Tax Compliance Technician**. Ratify the Commission letter to Angelina Canas regarding the removal of their names from the Tax Compliance Technician eligible list.
- f **Utility Worker**. Ratify the Commission letters to Ryan Helvey, Kyle Johnson, Edward Romero, Zachariah Schurle, and Eric Trujillo, regarding the removal of their names from the Utility Worker eligible list.
- g **Wastewater Utility Worker**. Ratify the Commission letter to Bradley Teter regarding the removal of their name from the Wastewater Utility Worker eligible list.

4. Ratify the Commission's decision to conduct a Training and Experience exam for Emergency Services Dispatch Supervisor and Pretreatment Manager.

REGULAR AGENDA

1. Review the appeal submitted by Jason Tompkins, relating to the removal of their name from the Abatement Worker eligible list.

Commission Action: Sustain, reject, or set for formal hearing

2. Review the appeal submitted by Marissa Roman, relating to the rejection of their application for the Police Patrol Officer (Entry Level) examination.

Commission Action: Sustain, reject, or set for formal hearing

3. Submission of the eligible list for Emergency Services Dispatch Supervisor.

Commission Action: Approve and certify the eligible list for the class title of Emergency Services Dispatch Supervisor.

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 Planner.

Commission Action: Approve and certify the eligible list for the class title of Planner.

6. Submission of the eligible list for Police Patrol Officer, Entry level, based on the June 25, 2024 examination.

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry).

7. Submission of the eligible list for Police Patrol Officer, Entry-Level, based on the July 30, 2024 examination.

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry).

8. Submission of the eligible list for Police Patrol Officer (POST).

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (POST).

9. Submission of the eligible list for Pretreatment Manager.

Commission Action: Approve and certify the eligible list for the class title of Pretreatment Manager.

10. Submission of the eligible list for Water Reclamation Worker.

Commission Action: Approve and certify the eligible list for the class title of Water Reclamation Worker.

ADMINISTRATIVE ITEMS

1. Update from Administrator regarding changes to remote testing protocols.
2. Set the date for the next Civil Service Commission Meeting.

ADJOURN

