



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

**THURSDAY, SEPTEMBER 19, 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 August 15, 2024.

Commission Action: Motion to dispense with the reading and approve the minutes of the regular meeting dated Thursday, August 15, 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 ended on August 29, 2024. We received 14 applications and 8 were approved for the exam. The exam was administered on September 10, 2024. The eligible list will be presented to the Commission for certification during this meeting.
 - b **Accounting Technician II (Vacancy: Employee Retirement).** The closed recruitment began on August 7, 2024 and ended on August 21, 2024. We received 0 applications. The open recruitment began on August 25, 2024 and ended on September 15, 2024. We received 36 applications and 13 were approved for the exam. The exam is scheduled for September 30, 2024.
 - c **Airport Operations/Maintenance Worker (Vacancy: Employee Resignation).** The

open recruitment began on August 22, 2024 and ended on September 12, 2024. We received 52 applications and 14 were approved for the exam. The exam is scheduled for September 25, 2024.

- d **Associate Engineer I** (*Vacancy: Employee Separation*). The closed recruitment began on August 22, 2024 and ended on September 5, 2024. We received 0 applications. The open recruitment began on September 8, 2024 and ends on September 29, 2024. We received 15 applications and 3 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 22, 2024.
- e **Auto Mechanic** (*Vacancy: Employee Separation*). The open recruitment began on August 29, 2024 and ends on September 19, 2024. We received 9 applications and 1 was approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 1, 2024.
- f **Construction Inspector** (*Vacancy: Employee Transfer*). The open recruitment began on August 18, 2024 and ended on September 8, 2024. We received 25 applications and 13 were approved for the exam. The exam is scheduled for September 25, 2024.
- g **Court Technician** (*Vacancy: Multiple*). The open recruitment began on September 19, 2024 and ends on October 10, 2024. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for October 22, 2024.
- h **Deputy Fire Chief** (*Vacancy: Employee Retirement*). The closed recruitment began on September 1, 2024 and ended on September 15, 2024. We received 2 applications and 1 was approved for the exam. The T&E exam was administered on September 16, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- i **Emergency Medical Officer** (*Vacancy: Contractual Agreement*). The closed recruitment began on August 4, 2024 and ended on August 18, 2024. We received 4 applications and all were approved for the exam. The T&E exam was administered on August 22, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- j **Fire Engineer** (*Vacancy: Contractual Agreement*). The closed recruitment began on August 11, 2024 and ended on August 25, 2024. We received 11 applications and all were approved for the exam. The exam was administered on September 10, 2024. The Rule 23 appeal period ends on September 24, 2024.
- k **Parks Area Crew Leader** (*Vacancy: Employee Promotion*). The closed recruitment began on September 8, 2024 and ends on September 22, 2024. We received 5 applications and all were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 8, 2024.
- l **PC/Network Technician** (*Vacancy: Employee Promotion*). The open recruitment began on July 28, 2024 and ended on August 18, 2024. We received 50 applications and 30 were approved for the exam. The exam was administered on September 3, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- m **Plumber** (*Vacancy: New FTE*). The open recruitment began on September 19, 2024 and ends on October 10, 2024. We received 0 applications as of the date this agenda was prepared. The exam is scheduled for October 22, 2024.
- n **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 was administered on August 20, 2024. The eligible list will be presented to the Commission for certification during this meeting.

- o **Police Patrol Officer - Academy Students** (*Vacancy: Current and Anticipated*). The open recruitment began on August 4, 2024 and ended on September 18, 2024. We received 5 applications and all were approved for the exam, as of the date this agenda was prepared. The T&E exam was administered on September 19, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- p **Police Patrol Officer - Entry** (*Vacancy: Current and Anticipated*). The open recruitment began on August 4, 2024 and ended on September 18, 2024. We received 87 applications and 50 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 1, 2024.
- q **Police Patrol Officer - POST** (*Vacancy: Current and Anticipated*). The open recruitment began on August 4, 2024 and ended on September 18, 2024. We received 5 applications and all were approved for the exam, as of the date this agenda was prepared. The T&E exam was administered on September 19, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- r **Program Coordinator - Marketing** (*Vacancy: Employee Promotion*). The open recruitment began on August 8, 2024 and ended on August 29, 2024. We received 62 applications and 24 were approved for the exam. The exam was administered on September 10, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- s **Shops Supervisor** (*Vacancy: Employee Separation*). The open recruitment began on August 4, 2024 and ended on August 25, 2024. We received 11 applications and 3 were approved for the exam. The T&E exam was administered on August 28, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- t **Sweeper Operator** (*Vacancy: Employee Retirement*). The closed recruitment began on August 18, 2024 and ended on September 1, 2024. We received 7 applications and 4 were approved for the exam. The exam was administered on September 17, 2024. The Rule 23 appeal period ends on October 1, 2024.
- u **Tax Auditor I** (*Vacancy: Anticipated employee promotion*). The open recruitment began on September 5, 2024 and ends on September 29, 2024. We received 7 applications and 2 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 15, 2024.
- v **Tax Auditor II** (*Vacancy: Employee Resignation*). The closed recruitment began on August 13, 2024 and ended on August 27, 2024. We received 3 applications and all were approved for the exam. The T&E exam was administered on August 28, 2024. The eligible list will be presented to the Commission for certification during this meeting.
- w **Wastewater Utility Worker** (*Vacancy: Employee Retirement*). The open recruitment began on September 5, 2024 and ends on September 29, 2024. We received 20 applications and 9 were approved for the exam, as of the date this agenda was prepared. The exam is scheduled for October 15, 2024.

2. Appeal decision letters.

- a **Abatement Worker.** Ratify the Commission letter to Jason Tompkins regarding rejection of their appeal for the removal of their name from the Abatement Worker eligible list.
 - b **Police Patrol Officer.** Ratify the Commission letter to Marissa Roman regarding rejection of their appeal to the rejection of their application to the Police Patrol Officer examination.
3. Removals from the eligible list.
- a **Accounting Technician IV.** Ratify the Commission letters to Marcella Cobb, Leticia Lizardi, Deanna Lundgren, and Christine Perez, regarding the removal of their names from the Accounting Technician IV eligible list.
 - b **Community Service Officer.** Ratify the Commission letters to Adam McClure, Julia Richey, Michael Sanchez Jr., and Craig Staley, regarding the removal of their names from the Community Service Officer eligible list.
 - c **Court Technician.** Ratify the Commission letters to Tara De Santos, Dale Enck, Rosie Freeman, Lauren Hiler, Carrie Holm, Kevin Kahle, Maria Londono, Craig Lopez, Jenny Martinez, Sandra Proud, Shandi Sandoval Delgado, and Shawn Wasilowski regarding the removal of their names from the Court Technician eligible list.
 - d **Emergency Services Dispatcher.** Ratify the Commission letters to Channing Clay-Darden, Bernadette Dobrinski, Sir'Rae Gonzales, Edwina Koen, Megan Stockman, Tara Trujillo-Hernandez, and Shawn Wasilowski, regarding the removal of their names from the Emergency Services Dispatcher eligible list.
 - e **Office Assistant.** Ratify the Commission letters to Rikki Albillar, Marie Garcia, Jenny Martinez, and Rachael Valdivieza, regarding the removal of their names from the Office Assistant eligible list.
 - f **Police Patrol Officer.** Ratify the Commission letters to Tyler Abeyta, Erik A'hern, Brandon Ballard, Peter Curuana, Jimmy Churich, Mohammad Curtis, IanJames Daling, James Gallery, Russell Garcia, Trenton Gomez, Michael Griffin, David Hawkins, Devin Hiatt, Rhian Jenkins, Ty Kristan, Alexander Lofgren, Andrew Long, Patricia Long, Ginu Lor, Adam Maez, Zachary Maez, Jacob Martin, Esther Murillo, Riley Orcutt, Gabriel Pacheco, Erik Powell, Brighton Quintana, Yessiah Rawls, Jerad Renteria, Alberto Resendiz, Michael Richardson, Koby Sanchez, Dillan Snook, Cordell Staub, Jordan Stevens, Nicholas Stewart, Cindy Thomas, Roshawn Thomas, and Matthew Vela, regarding the removal of their names from the Police Patrol Officer eligible list.
 - g **Utility Worker.** Ratify the Commission letters to Mark Lucero, Brandon Milisavljevich, and Daniel Sanchez, regarding the removal of their names from the Utility Worker eligible list.
 - h **Wastewater Utility Worker.** Ratify the Commission letters to Joseph Camp, Tarik Eldridge, Louis Scutti, and Vernon Trujillo, regarding the removal of their names from the Wastewater Utility Worker eligible list.
 - i **Water Reclamation Worker.** Ratify the Commission letter to Michael Cardenas, regarding the removal of their name from the Water Reclamation Worker eligible list.
4. Ratify the Commission letter to IBPO Local 537 regarding the intended exam date for Police Sergeant.
5. Ratify the Commission's decision to deny the City's request for a special meeting.

6. Ratify the Commission's decision to conduct a Training and Experience exam for Deputy Fire Chief, Emergency Medical Officer, Shops Supervisor, and Tax Auditor II.
7. Ratify the Commission letter to Adam Combs regarding the placement of their name on the Park Caretaker I, Utility Worker, and Wastewater Utility Worker reemployment lists.

REGULAR AGENDA

1. Review the appeal submitted by Brandon Adams, 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 Mark Lucero, relating to the removal of their name from the Abatement Worker eligible list.

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

3. Review the appeal submitted by Gabriel Pacheco, relating to the removal of their name from the Police Patrol Officer eligible list.

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

4. Review the appeal submitted by Erik Powell, relating to the removal of their name from the Police Patrol Officer eligible list.

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

5. Review the appeal submitted by Rachael Valdivieza, relating to the removal of their name from the Office Assistant eligible list.

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

6. Submission of the eligible list for Accountant II.

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

7. Submission of the eligible list for Deputy Fire Chief.

Commission Action: Approve and certify the eligible list for the class title of Deputy Fire Chief.

8. Submission of the eligible list for Emergency Medical Officer.

Commission Action: Approve and certify the eligible list for the class title of Emergency Medical Officer.

9. Submission of the eligible list for PC/Network Technician.

Commission Action: Approve and certify the eligible list for the class title of PC/Network Technician.

10. Submission of the eligible list for Police Captain.

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

11. Submission of the eligible list for Police Patrol Officer (Academy Students).

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

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

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

13. Submission of the eligible list for Program Coordinator - Marketing.

Commission Action: Approve and certify the eligible list for the class title of Program Coordinator - Marketing.

14. Submission of the eligible list for Shops Supervisor.

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

15. Submission of the eligible list for Tax Auditor II.

Commission Action: Approve and certify the eligible list for the class title of Tax Auditor II.

ADMINISTRATIVE ITEMS

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

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