

<b>CIVIL SERVICE COMMISSION MEETING</b>		
<b>MINUTES</b>		
<b>1:00 PM</b>	<b>AUGUST 13, 2019</b>	<b>FITZSIMONS ROOM</b>
	Pamela Turner	Chair
	Robert Christoffersen	Vice Chair
	Mike Gorin	Commissioner
	Tim Ehgotz	Commissioner
<b>STAFF PRESENT</b>	Matt Cain	Administrator
	Emily Shuman	Senior Analyst
	Heather Dearman	Civil Service Analyst
	Michelle Haines	Civil Service Analyst
<b>OTHERS PRESENT</b>	Dpty. City Mgr. Jason Batchelor	City Managers Office
	Isabelle Evans, Julie Heckman	City Attorney's Office
	Chief Metz, Div. Chief Ortiz	Aurora Police Department
	Chief Gray, Dpty. Chief Andersen, Tech. Hancock, Sherri Jo Stowell	Aurora Fire Department
	Tech. Pulliam	IAFF
	A.J. McDonnell	Citizen
<b>1) Chair Turner called the Civil Service Commission meeting to order at 1:00 p.m.</b>		
<b>A.</b> All who were present introduced themselves.		
<b>B.</b> On a motion by Vice-Chair Christoffersen, seconded by Commissioner Gorin the agenda was adopted as written.		
<b>C.</b> On a motion by Commissioner Gorin, seconded by Commissioner Ehgotz the minutes for the Commission meeting on July 9, 2019 were approved.		
<b>2) AGENDA ITEMS (Requires a vote)</b>		
<b>A. Certification of the Police Prospective Employment List</b>		Dearman
<b>DISCUSSION</b>	Dearman presented the commission with the 2020-1 entry-level police officer prospective employment list that contained 214 candidates. She summarized that 934 applications were received from 02/11/19 - 07/09/19 for the projected February 2020. She added that 777 applicants passed MQ screening and were invited to schedule for the fitness exam, Frontline exam and "So you want to be a Cop?" mandatory seminar, and 327 applicants completed the Frontline Exam, with 43 failing. She stated that they are working on scheduling out of state applicants as well as others who have not completed the fitness test and SYWBAC seminar.	
<b>PROPOSALS/ CONCLUSIONS</b>	The POEL 2020-1 was certified	

**3) ITEMS FOR DISCUSSION (No vote required)**

<b>A. Fire and Police Hiring Updates</b>	Dearman/Haines
DISCUSSION	<p>Dearman summarized that applications for the police academy in August 2020 opened on 07/10/19 and 230 applications have been received so far. She said that now that we are doing year round applications, those applicants will be given information on how to take the Frontline with NTN, but will not be given information on Aurora testing, fitness testing and next steps until around March 2020. Chief Metz inquired if people would roll over to this list if they are processed on the current one but their name is not reached. Cain stated that once a new list is certified, the current one expires. He added that for the police process, we usually get through the entire list anyway. Chief Metz asked for clarification on banding applicants and added that he has heard that applicants are waiting a long time to hear something from Aurora and deciding to go to other agencies. He specifically sited 3 applicants that went elsewhere. There were suggestions about how the banding and processing of applicants could be modified. There was a discussion about having a year round application has changed the timelines of when an applicant will receive notices. Vice-Chair Christoffersen brought up the comparison of other agencies' pay scale and benefits to Aurora's as a possible factor for turnover and why some applicants accept offers at other agencies before waiting to see if they are selected for Aurora. Deputy City Manager Batchelor made a proposal to sit down with staff to analyze the flow of the hiring process for areas that may be able to be tweaked. He also stated he would look to the recruiters to see what concerns applicants are having about the process.</p> <p>Dearman summarized the current fire process stating that applications opened on 04/15/19 and 720 applications have been received so far. She added that the application period closes on 08/18/19 and 666 applicants have passed MQ screening and have been invited to schedule a FireTEAM test.</p>

**4) REPORTS****A. COMMISSIONER REPORTS**

- ❖ Vice-Chair Christoffersen stated that there were 33 candidates who took the FireTEAM test on Thursday. Chair Turner stated that she was at the Frontline testing on Saturday and there were around 36 people.
- ❖ Vice-Chair Christoffersen said that it was an outstanding ceremony and it was a reward to see that amount of people succeed.

**B. STAFF REPORTS**

## Future Calendar Items:

- August 13- Police Sergeant Written Exam
- August 15,23,24-FireTEAM testing
- August 15- Fire Academy Graduation
- August 21-Police Sergeant Written
- September 2-Labor day, offices closed
- September 10-Regular Civil Service Commission Meeting
- September 11- Police Agent Written Exam
- September 17 through 19- Police Sergeant Assessment Center
- September 25- Fire Lieutenant Written Exam
- September 26- Fire Captain Written Exam

**C. LEGAL COUNSEL REPORTS - None****5) COMMENTS****A. FIRE DEPARTMENT**

1.Chief or Designee – Chief Gray proposed a concept of giving preference points for Aurora residents stating that it may help with retention as well as diversity. Chair Turner asked if he wanted to make it an item on the Commission agenda. Chief Gray stated that he wanted the Commission to discuss it internally first. He thanked the Commission for coming to the ceremonies.

2.Union Designee – None

**B. POLICE DEPARTMENT**

3.Chief or Designee – Chief Metz stated that their department hosted representatives from the Phoenix PD.

4.Association Designee

- APA – None Present
- FOP – None Present

**C. CITY MANAGER DEPARTMENT – None**

**D. PUBLIC COMMENT-** Commissioner Ehgots talked about his experience visiting stations. He said that he was invited to go on a call where there was an emergency and was very impressed with the professionalism and treatment of C shift at station 11. He added that the police response was also outstanding. He commended the battalion chief. Ehgots said that he finds the same at every station. Sherri Jo Stowell thanked Commissioner Weeks for being a part of the citizen’s academy and invited the others to be a part of any of their classes. Chair Turner recognized the tragedies over the weekend and thanked the departments for all that they do.

**6) ADJOURNMENT –** Vice Chair Christoffersen made a motion to adjourn the meeting, seconded by Commissioner Ehgots. The meeting adjourned at 2:20 pm.

ATTEST: \_\_\_\_\_  
Pam Turner, Chair

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Heather Dearman, Civil Service Analyst