

CIVIL SERVICE COMMISSION MEETING		
MINUTES		
1:00 PM	SEPTEMBER 10, 2019	FITZSIMONS ROOM
	Pamela Turner	Chair
	Robert Christoffersen	Vice Chair
	Mike Gorin	Commissioner
	Tim Ehgotz	Commissioner
	Jim Weeks	Commissioner
STAFF PRESENT	Matt Cain	Administrator
	Emily Shuman	Senior Analyst
	Heather Dearman	Civil Service Analyst
	Michelle Haines	Civil Service Analyst
OTHERS PRESENT	Dpty. City Mgr. Jason Batchelor	City Managers Office
	Julie Heckman	City Attorney's Office
	Div. Chief Glidden	Aurora Police Department
	Dpty. Chief Andersen	Aurora Fire Department
	Tech. Pulliam	IAFF
1) Chair Turner called the Civil Service Commission meeting to order at 1:00 p.m.		
A. All who were present introduced themselves.		
B. On a motion by Vice-Chair Christoffersen, seconded by Commissioner Ehgotz the agenda was adopted as written.		
C. On a motion by Commissioner Ehgotz, seconded by Commissioner Gorin the minutes for the Commission meeting on August 13, 2019 were approved.		
2) AGENDA ITEMS (Requires a vote)		
A. Certification of the Fire Prospective Employment List		Dearman
DISCUSSION	Dearman presented the commission with the 2020-1 Fire Entry Level prospective employment list. She noted that 875 applications were received for a projected January 2020 academy were accepted from 07/15/19 - 08/18/19. 794 applicants passed MQ screening and were invited to schedule for the fitness FireTEAM. 522 applicants completed the Frontline.158 applicants failed the Frontline Exam and 364 remain on the PEL.	
PROPOSALS/ CONCLUSIONS	The FFEL 2020-1 was signed and certified	
3) ITEMS FOR DISCUSSION (No vote required)		
A. Invitation for Representative in Background Discussion		Commission

<p>DISCUSSION</p>	<p>Chair Turner summarized the discussions and timeline surrounding the Joint Agency Hiring Team (JAHT) proposal from Chief Metz: The proposal was presented at the May 2015 meeting. The Commissioners noted that Chief Metz was new at the time and decided to have him meet with Dr. Brower and the CSC background investigators to learn about the civil service background process. Chief Metz re-submitted the proposal at the December 2018 meeting. The discussion continued at the January 2019 meeting at which time Fire Chief Gray requested Fire be added to the proposal. The discussion was put on hold because Deputy City Manager Jason Batchelor was new to public safety. Nicole Johnston re-opened the discussion at the July 2019 meeting and a working group was formed. A memorandum of understanding allowing a department representative to be a part of the background discussions was given to Batchelor in August of 2018. After summarizing, Chair Turner asked for an update from Batchelor. He stated that the chiefs understood the logistics and consistency requirements. He added that they were asked to designate a primary and alternate representative for CSC file reviews. Chair Turner thanked Commissioner Weeks for writing the MOU. She stated that it is a work in progress and will be re-visited in one year. Commissioner Weeks noted that it was worth trying and felt there would be good insight from the departments.</p>
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4) REPORTS

A. COMMISSIONER REPORTS

- ❖ Fire Academy Graduation- Vice-Chair Christoffersen expressed how outstanding the graduation was.
- ❖ FireTEAM testing- Chair Turner stated that candidates were appreciative of the Saturday testing.
- ❖ Police Sergeant Written- Chair Turner stated that it was a joy to see how excited our officers are to promote.

B. STAFF REPORTS

Future Calendar Items:

- 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
- October 1 & 2- Police Agent Assessment Center
- October 3 – AFR Awards Ceremony
- October 16- Station 17 Groundbreaking
- October 22- Fire Captain Assessment Center
- October 23 & 24- Fire Lieutenant Assessment Center
- October 30 – Police Lieutenant Written

C. LEGAL COUNSEL REPORTS - None

5) COMMENTS

A. FIRE DEPARTMENT

1.Chief or Designee – Chief Anderson stated that the lateral committee interviews were in progress. She estimated that they would get 15 laterals.

2.Union Designee – Tech. Pulliam stated they were excited about having a department representative in file reviews.

B. POLICE DEPARTMENT

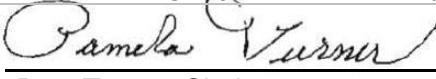
3.Chief or Designee –Div. Chef Glidden stated that they have 5 in state and 7 out of state applicants for lateral so far.

- 4.Association Designee
- APA – None Present
 - FOP – None Present


C. CITY MANAGER DEPARTMENT – Dpty. City Manager Batchelor summarized how the budget process was going. He stated that he and Cain have begun going over the entry-level process flow.

D. PUBLIC COMMENT- None present

6) ADJOURNMENT – Commissioner Gorin made a motion to adjourn the meeting, seconded by Commissioner Weeks. The meeting adjourned at 1 :30 pm.

ATTEST: 

Pam Turner, Chair



Heather Dearman, Civil Service Analyst