

CIVIL SERVICE COMMISSION MEETING		
MINUTES		
1:00 PM	AUGUST 10, 2021	Tele-Conference
	Jim Weeks	Chair
	A.J. McDonald	Vice-Chair
	Brooke Gabrielli	Commissioner
	Harold Johnson	Commissioner
	Barbara Shannon-Banister, Ph.D	Commissioner
STAFF PRESENT	Matt Cain	Administrator
	Tonja Hayes	Background Investigator Supervisor
	Michelle Haines	Civil Service Analyst
	Heather Dearman	Civil Service Analyst
OTHERS PRESENT	Julie Heckman, Isabelle Evans, Megan Platt	City Attorney's Office
	Jason Batchelor	City Manager's Office
	Chief Wilson Div. Chief Parker, Div. Chief Juul, Sgt. Carelock, Lt. Parvin, Ofc. Fernandez, Claudine McDonald, John Schneebeck, Danelle Carrel	Aurora Police Department
	Chief Gray, Cmdr. Robnett, Cmdr. Hays, Tech. Lowe, Tech. Pulliam, FF Barry, FF Conroy, Sherri Jo Stowell	Aurora Fire Department
	Tech. Pulliam	Local 1290
	Trish Davidson, Josie Herman	Ergometrics
	Kellene Wells	Forensic Truth
1) Chair Weeks called the Civil Service Commission meeting to order at 1:00 PM		
A. All who were present introduced themselves.		
B. On a motion by Commissioner Shannon-Banister, seconded by Vice-Chair McDonald, the agenda was adopted as written.		
C. On a motion by Commissioner Shannon-Banister, seconded by Commissioner Gabrielli, the minutes for June 8 th , 2021 were unanimously approved.		
2) AGENDA ITEMS (Requires a vote)		
A. NONE		
3) ITEMS FOR DISCUSSION (No vote required)		
A. Oral Board Testing Process Proposal		Josie Herman
DISCUSSION	Ms. Herman gave an overview of their proposal for developing an entry-level oral board process for Aurora police and Fire. She included specifics about virtual vs. in-person administration, as well as hybrid. She talked about inter-rater reliability and the different ways to involve assessors, community and the department in the panels. She also discussed various ways of developing questions as well as exam security. There was discussion with commissioners	

	and department leaders about accessibility for candidates, timeframes, oral board questions and pros and cons to virtual and in-person administration.
B. APD Recruiting Unit Update	APD Recruiting Unit
DISCUSSION	Officers Syidi and Fernandez presented a power point presentation about the recruiting unit's mission and goals. They talked about their different recruitment strategies and community engagement practices. Officer Fernandez stated that the "So, you want to be a cop?" (SYWTBAC) seminar to help educate applicants about reality of law enforcement, was made mandatory in December 2018 in hopes this would help prevent recruit resignation in FTO. She presented data showing that the seminar was not having an effect on resignations. She pointed out that the seminar currently takes up 80% of recruiting daily duties including overtime. She proposed that the mandate be lifted and instead, recruiters would host one monthly, open house SYWTBAC seminar to applicants and the public. Fernandez stated that the Chief and unions did not object to removing the mandate.
PROPOSALS/ CONCLUSIONS	Chair Weeks made a motion to end the entry-level hiring mandate to attend the SYWBAC seminar. The motion was seconded by Commissioner Johnson. The motion passed unanimously.
C. Consideration to Re-Institute Polygraph Testing	Tonja Hayes and Kellene Wells
DISCUSSION	Investigator Hayes gave an overview of the polygraph examination and recommendations from investigators regarding re-implementing it back into the entry level process. She incorporated several articles on polygraph examinations and bias concerns from various organizations including the ACLU (Provided by Commissioner Johnson), Academia.edu (Provided by Commissioner Gabrielli and follow-up research), Journal of Police and Criminal Psychology (Provided by Kellene Wells), and the American Polygraph Association (Provided by Kellene Wells.) Hayes and Kellene Wells addressed commission concerns and investigator recommendations regarding polygraphs. Hayes stated that on behalf of the investigators, she requests that the Commissioners reinstitute the polygraph portion of the background process. Chair Weeks asked that the articles be forwarded to commissioners for further consideration of the request.
4) REPORTS	

A. COMMISSIONER REPORTS-

- Fire Engineer Practical- Commissioner Gabrielli stated that It was nice and hot, but also a lot of fun. She added that she was proud to see all the hard work that every one of these candidates put into preparing for the exam. Vice-Chair McDonald stated that he had the opportunity to get on the truck and see what needed to be done and how it was done and the amount of information and depth that these engineers must go to have this knowledge was very impressive. There was a discussion about critical fails and the candidate orientation handout. As the local 1290 representative, Tech. Pulliam stated that some of his members were concerned that the orientation handout given to engineer candidates did not specify that hitting a cone during a certain portion of the basic vehicle control exercise would be a critical fail. He stated that 5 candidates failed because of this and asked that they be able to re-test. Shuman stated that there are no appeals or challenges to the practical exam. She defended the orientation packet's purpose to be a general overview of what may be included in the exam. Commissioner Gabrielli pointed out that all candidates were also given a verbal orientation on the day of the exam that included an explanation of this critical fail, as well as verbal instruction with the same information directly before they started the exercise. She stated that coming from an educational background, she has issue with teaching to a test, as opposed to the skills required for the job. She added that we want to make sure that they have mastered the skills so that no matter what question is put in front of them, they can properly execute the skills.

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

1.Chief or Designee – None

2.Union Designee – No Comment

B. POLICE DEPARTMENT

3.Chief or Designee – No comment

4.Association Designee

- > APA – None Present
- > FOP – None Present

C. CITY MANAGER DEPARTMENT – No Comment**D. PUBLIC COMMENT- None Present****7) ADJOURNMENT – The meeting was adjourned at 3:33 PM.**

ATTEST:



 Jim Weeks, Chair



 Heather Dearman, Civil Service Analyst