

CIVIL SERVICE COMMISSION MEETING		
MINUTES		
1:00 PM	SEPTEMBER 14, 2021	Tele-Conference
	Jim Weeks	Chair
	Brooke Gabrielli	Commissioner
	Harold Johnson	Commissioner
	Barbara Shannon-Banister, Ph.D	Commissioner
STAFF PRESENT	Matt Cain	Administrator
	Michelle Haines	Civil Service Analyst
	Heather Dearman	Civil Service Analyst
	Emily Shuman	Senior Analyst
	Tonja Hayes	Lead Background Investigator
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, John Schneebeck, Danelle Carrel	Aurora Police Department
	Chief Gray, Dpty. Chief Hills, Cmdr. Robnett, Cmdr. Hays,	Aurora Fire Department
	Tech. Pulliam	Local 1290
	Dr. Chad Waxman	Psychological Dimensions
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 Commissioner Gabrielli, the agenda was adopted as written.		
C. On a motion by Commissioner Gabrielli, seconded by Commissioner Johnson, the minutes for August 10 th , 2021 were unanimously approved.		
2) AGENDA ITEMS (Requires a vote)		
A. Consideration to Re-instate Polygraph Testing for Future Entry-level Hiring Processes	Cain	

DISCUSSION

Cain gave a summary about re-instating polygraphs in the entry-level process. He stated that in 2020, all departments were asked to take budget balancing measures due to the COVID 19 pandemic. The Commission at that time removed the polygraph testing for the 2021 budget, which saved approximately 50 to 60,000 dollars. He continued that at the 2021 June and August meetings the Commission heard presentations from Kellene Wells of Forensic Truth, and lead background investigator Tonja Hayes who were both in support of reinstating polygraph testing. Cain added that the 2022 budget process is still fluid, but he does anticipate the funding would be there should the commission want to reinstate it.

Commissioner Johnson raised concerns that he was still not convinced that the polygraph would make a difference but would support it if the chiefs of Fire and Police believe it will help bring better candidates, he would be willing to defer to the group.

Chief Gray stated that after the civil service meeting his team did a lot of exhausted research into the issue. He stated that they do not support moving forward with polygraph. He said that they still have a lot of concerns they would like to explore.

Commissioner Gabrielli asked Chief Gray to elaborate on the research that was done and how fire administration came to this decision. Chief Gray stated that he asked each member of his team to do research. He clarified that they are not saying that they are totally against polygraphs, but they just have a lot of questions about their applications within this process. Chief Robnett expressed that they found the research to show polygraphs could be potentially bias and is heavily influenced by the individual using the tool. Chief Hays added that there are either people who are very against it or those that 100% support it, which tend to be people in the industry. Commissioner Gabrielli pointed out that the 1st time Kellene Wells presented, the commission did ask some questions about implicit bias and she actually spoke pretty extensively as far as what she does within her particular organization to make sure that they're controlling for implicit bias and constantly training regarding it. Gabrielli stated that it is a common concern that they all share.

Chief Wilson stated that the polygraph is a tool for background investigators that comes prior to the background being done. She said that when there are areas of concern or possibility that someone's being deceptive, it leads the investigator down a different path or maybe to dig into something a little bit deeper. She added that she thinks it's important to have polygraphs if they are not pass/fail.

<p>PROPOSALS/ CONCLUSIONS</p>	<p>Chair Weeks made a motion to reinstate polygraphs for the entry-level Police and Fire process. Commissioner Gabrielli seconded the motion. There was a discussion (above) regarding the motion. Chair Weeks made a motion to amend the motion to reinstate polygraphs for entry-level Police only. Commissioner Gabrielli seconded the motion. The amendment passed unanimously. Commissioner Weeks made a motion to vote on the amended motion. The motion passed with 3 ayes and Commissioner Shannon-Banister abstaining.</p>
<p>3) ITEMS FOR DISCUSSION (No vote required)</p>	
<p>A. Presentation from Psychological Dimensions</p>	<p>Dr. Chad Waxman</p>
<p>DISCUSSION</p>	<p>Dr. Chad Waxman, chief psychologist for Psychological dimensions gave an overview of his organization. He added that he works with civilian public safety law enforcement agencies, and that he uses the latest scientifically informed methods for evaluating candidates so that agencies can avoid hiring applicants who may be emotionally or behaviorally unstable. Dr. Waxman stated that he is a part of the committee for the International Association for chief of police that reviews the guidelines for psychological services. He summarized the main guidelines and the tools used to conduct a psychological evaluation.</p> <p>Dr. Waxman stated that his organization is here to provide opinions about the hiring process through clear reports. He summarized the process for conducting a pre employment fitness for duty report as well as the post job suitability assessment given after a conditional offer of employment. He stated that their goal is to develop a comprehensive understanding of an applicant by combining their self-reported history along with assessment results, and really view that through a cultural lens.</p> <p>He added that they are really focused on diversity issues for monitoring adverse impact in hiring and looking at ways in which they can reduce bias in the process.</p>
<p>B. Entry-Level Interviews Discussion</p>	<p>Commission</p>
<p>DISCUSSION</p>	<p>Cain explained that the term "Interview" would be used in place of "Oral Board" for discussions on this topic. He reminded the Commission of the presentation that that Josie Herman of Ergometrics had given about their proposal to administer the interviews. He summarized how Civil Service and the respective departments might implement interviews internally including content creation, administration (including virtual), timelines and format. He also went over what the ratings could look like as well as the makeup of the assessors. There was discussion about different scenarios, how the departments would have input into the questions, and where the interview would fit in the process.</p>
<p>C. Consideration to Adopt Revised APD/AFR Entry-Level Testing Process</p>	<p>Cain</p>

<p>DISCUSSION</p>	<p>Cain explained the proposed revised entry-level testing process that removes banding and included interviews and a single psychological evaluation. There was a discussion about banding and how it affects diversity. There was a discussion about the life of Fire lists. Chief Robnett asked how the weights of FireTEAM were determined. Cain stated agreed that it was time to review weights and pass points.</p>
<p>D. Review of Preference Points</p>	<p>Dearman</p>
<p>DISCUSSION</p>	<p>Dearman gave the following summary of the current preference points policies:</p> <p>The second language policy was established in December of 2009 for Entry-level Police and Fire. ALTA Language Services conducts the telephone evaluations. ASL is tested in person by Glory Hawkins once the candidate is in background. Only one language will be tested. Points are added to a passing exam score before PEL is certified. Maximum 5 Points given to top 5 languages spoken in Aurora - American Sign Language, Korean, Russian, Spanish, Vietnamese (based on research done in 2009). Scoring is as follows: Advanced or higher receives 5 points, Intermediate receives 2 points, Beginner receives 0 points, Maximum 2 Points given to languages other than the top 5 for those who score advanced or higher.</p> <p>Veteran’s preference points are required by law for Police and Fire. Points added to passing exam score before PEL is certified. 5 Points are awarded for military veterans who served on active duty under honorable or general conditions in the Armed Forces of the United States serve on active duty in the Armed Forces during a war, in a campaign or expedition for which a campaign medal was authorized. 10 Points are awarded for military veterans with the same conditions as above who received a purple heart or any disability status.</p> <p>The Colorado P.O.S.T. policy was established in April of 2017 for entry-Level Police only. 10 Points are awarded to a passing exam score before the PEL is certified for applicants who have obtained and maintained Colorado P.O.S.T. certification within the last 36 months at time of application.</p> <p>The Aurora Police Explorer policy was established in June of 2008 for Entry-Level Police only.10 points are added to a passing exam score before PEL is certified. The candidate must provide a letter from the Aurora Explorer Post which determines their eligibility to receive the points.</p> <p>There was a discussion about giving points for formal education. There was a discussion about reconsidering which languages are given points.</p>
<p>4) REPORTS</p>	

A. COMMISSIONER REPORTS- <ul style="list-style-type: none">• Police Academy Graduation- Commissioner Johnson stated that he attended the graduation and that it was a tremendously impressive group.
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 <ul style="list-style-type: none">> APA – None Present> FOP – None Present
C. CITY MANAGER DEPARTMENT – No Comment
D. PUBLIC COMMENT- None Present
7) ADJOURNMENT – The meeting was adjourned at 3:26 PM.

ATTEST: 
Jim Weeks, Chair


Heather Dearman, Civil Service Analyst