

MINUTES		
9:00 AM	NOVEMBER 29, 2022	Aspen Room/TEAMS
	Harold Johnson	Chair
	Desmond McNeal	Vice-Chair
	Barb Cleland	Commissioner
	Barbara Shannon-Banister, Ph.D	Commissioner
	Matt Snider	Commissioner
STAFF PRESENT	Matt Cain	Administrator
OTHERS PRESENT	Michelle Haines	Civil Service Analyst
	Heather Dearman	Civil Service Analyst
	Julie Heckman, Megan Platt, Peter Schulte	City Attorney's Office
	Jason Batchelor	City Manager's Office
	Chief Oates, Div. Chief Juul, Div. Chief Lanigan	Aurora Police Department
	Sgt. Sears, Ofc. Iovine	Fraternal Order of Police
	Interim Chief Robnett, Sherri Jo Stowell	Aurora Fire Department
	Jeff Schlanger	IntegrAssure
1) Chair Johnson called the Special Civil Service Commission meeting to order at 9 AM		
A. All who were present introduced themselves.		
B. On a motion by Vice-Chair McNeal, seconded by Commissioner Shannon-Banister, the agenda was adopted as written.		
2) ITEMS FOR DISCUSSION		
A. Report on the Hiring Process of APD/AFR	IntegrAssure	
DISCUSSION	<p>Jeff Schlanger (IntegrAssure) presented a power point outlining InterAssure's report on the hiring processes of Aurora Police and Fire Rescue that provides their findings and recommendations. He stated that the report is an outgrowth of the Consent Decree entered into by the City of Aurora and the Attorney General of the State of Colorado mandating numerous reforms in the public safety system of the City of Aurora.</p> <p>The report consisted of six sections:</p> <ul style="list-style-type: none"> • Methodology and approach • Overview of the overall findings and recommendations • Overview of the developmental history of the City's hiring processes from 2007 through 2022. • Overview of the current AFR and APD hiring processes • Proposed hiring processes for APD and AFR. • Key recommendations that are essential to the successful implementation of the mandates of the Consent Decree <p>Schlanger pointed out that:</p> <ul style="list-style-type: none"> • Specific reforms were mandated relative to the hiring process of entry-level police officers and firefighters requiring a greater role for APD and AFR in hiring 	

qualified and diverse candidates with the agencies having the final say in which candidates are hired. (Sections VII A and C of the Decree)

- IntegrAssure and Cassi Chandler were engaged as SMEs under the technical assistance provisions of the Consent Decree to work with the CSC and the City to recommend measures by which the hiring process would be reformed to meet the mandates.

He spoke about the whole person approach to hiring that is data driven, transparent, has adequate checks and balances and maximizes the potential of each candidate. He added that it meets the requirements of the Charter and Consent Decree and addresses diversity.

Mr. Schlanger stated that they found lack of clarity, consistency, and engagement with applicants in the process. Civil Service Commissioners and staff expressed their disagreement with that conclusion. There was a discussion about the level of engagement, or perceived lack thereof, that IntegrAssure had with the stakeholders and key personnel involved in the hiring process. Mr. Schlanger stated that the report was not meant to be a criticism of the process but was meant to be a way to reach a consensus as to how the process could be improved. He added "I stress that these are recommendations. It doesn't mean that these recommendations are immutable, that they can't be changed, added to or tweaked in some way after appropriate discussion. Again, the goal here is to find the best possible process for Aurora to hire a quality and diverse workforce for APD and AFR".

Commissioner Shannon-Banister asked if this was a process that IntegrAssure had done before and inquired about their results. Erin Pilnyak (IntegrAssure) replied that that they were not lifting a system that exists somewhere else to bring it to Aurora. She added that they are mindful and cognizant there are many unique factors to Aurora and there are many unique stakeholders and different interests and competencies that exist. She stated that what they are recommending is a system that really highlights the strength of each of the different stakeholders and agencies in this process.

There was a discussion about how and when changes to the Civil Service Commission Rules needed to be in place in order to comply with the consent decree.

There was a discussion about how the changes or findings in the report may help create more diversity and recruiting efforts already in place. There was a discussion about the background reviews that Commissioners, in collaboration with the respective departments, have in place. There was a discussion about the thorough and careful process that Civil Service background investigators have in place. There was a discussion about the misrepresentation of applications received and where the candidates drop off in the process. There was a discussion about how long it takes an applicant to get hired in comparison to Denver, which was similar.

There was a discussion about minimum qualifications and how 7 applicants were "falling through the cracks". Mr. Schlanger stated that it really wasn't falling between the cracks, just a disqualification because of minimum qualification

	<p>requirements. He added that questions of traffic offenses, and marijuana usage is something that needs to be discussed.</p> <p>Reagan Pena stated, "If you all would be willing to on sort of a pilot basis allow us to call those applicants back into the process with urgency so that we don't lose them to another agency as our recruiters get a hold of them." She was reminded that the Civil Service Commission is tasked with treating every applicant equally so that if it is done for the seven applicants mentioned, it would have to be done for all applicants who were in a similar situation. There was discussion and clarification on how applicants are tracked in Neogov and what would be involved in implementing the suggestion. It was noted that with the move to Workday, this process would not be as easy.</p>
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B. Discussion of Civil Service Commission Hiring Resolution	Commission
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<p>DISCUSSION</p>	<p>Pete Schulte provided clarification on the vote of 2006 that had been brought up several times as a catalyst in the creation of the resolution that Councilmember Zvonek recently put forward.</p> <p>Pete Schulte stated "...it was (a vote on) actually removing the Commissioner or the Commission's authority to set minimum qualifications into it. To administer a civil service exam, it was cutting the Civil Service Commission out of the process. ...and so that was what the vote was on that was denied by the voters. So, when Council members came to the city attorney's office and asked what can we do within the confines of the Charter, we knew back in 2006 that the citizens back in 2006 were not interested in removing the Civil Service Commission out of the process. And that was the advice given to council. And that's within the resolution... the actual vote was not to remove your authority under the Commission. There hasn't not been any appetite for that".</p> <p>Charlie Richardson (Local 1290 Lega representative) stated: "We're objecting to this resolution. We objected to the consent decree. This is a consent decree that was negotiated secretly. It never went to a committee. It never went to study session. It was dropped on the agenda the last minute. And the deputy city manager in charge of public safety publicly said no, we didn't want the IAFF involved. We didn't want anybody involved because we negotiated this. And I will give the city credit. For 40 years, the city has been trying to take over hiring for some reason and. Somebody in the ... was smart enough to say now for the first time in 40 years, "...we can take away the commission's authority by and put it in the consent decree which none of the stakeholders had any role in It's diabolical, but it's a violation of the Charter and IAFF got these charter provisions in there."</p> <p>There was a discussion about the intention and spirit of the resolution, and what resolutions do. Pete Schulte expressed that the goal of the resolution was meant to start a discussion and start a process, which was what is part of what is taking place currently regarding considering changes to minimum qualifications. He stated "...it is not for the city manager to come in and dictate to the Commission on what your changes will be. Only you all have the power. The problem with the resolution is, the Council can only direct</p>
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<p>3)</p>	<p>the city manager ... so that's why the city manager was included in the resolution to be able to direct the city manager to work with the Commission to change the rules and regulations to whatever we all decide it's going to be and then give status updates to Council every 60 days.”</p> <p>There was a discussion about how Human Resources conducts backgrounds and what their capacity would be should the resolution pass and backgrounds be moved over to their department.</p>
<p>PROPOSALS/ CONCLUSIONS</p>	<p>The Commission agreed to schedule a public meeting in the next couple of days to review minimum qualifications with the respective departments as well as discuss a response to Council about the resolution.</p>
<p>4) PUBLIC COMMENT –</p>	
<p>5) ADJOURNMENT –</p>	

ATTEST:



 Harold Johnson, Chair



 Heather Dearman, Civil Service Analyst