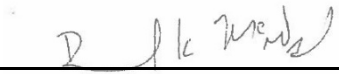



<b>SPECIAL CIVIL SERVICE COMMISSION MEETING</b>		
<b>MINUTES</b>		
<b>2:00 PM</b>	<b>APRIL 25, 2023</b>	<b>AURORA ROOM and TEAMS</b>
<b>COMMISSIONERS PRESENT</b>	Desmond McNeal	Chair
	Barb Cleland	Vice-Chair
	Barbara Shannon-Banister, Ph. D	Commissioner
	Matt Snider	Commissioner
<b>STAFF PRESENT</b>	Matt Cain	Administrator
	Emily Shuman	Senior Analyst
	Michelle Haines	Civil Service Analyst
	Heather Dearman	Civil Service Analyst
<b>OTHERS PRESENT</b>	Jason Batchelor	Interim City Manager
	Julie Heckman, Megan Platt, Kim Skaggs, Pete Schulte	City Attorney's Office
	Ryan Lantz, Ron Hess	Internal Services
	Interim Chief Acevedo, Interim Dpty. Chief Morris, Div. Chief Hidlebrand, Ofc. Nguyen, Ofc. Syidi	Aurora Police Department
	Sgt. Thompson, Ofc. Cancino	Aurora Police Association
	Sgt. Sears	Fraternal Order of Police Lodge 49
	Chief Oughton, Dpty. Chief Robnett, FF Barnes	Aurora Fire Department
	Jeff Schlanger, Erin Pinyak, Cassi Chandler	IntegrAssure
<b>1) Chair McNeal called the Civil Service Commission meeting to order at 2:00 PM</b>		
<b>A.</b> On a motion by Vice-Chair Cleland, seconded by Commissioner Shannon-Banister, the agenda was adopted as written.		
<b>2) ITEMS FOR DISCUSSION or POSSIBLE VOTE</b>		
<b>A. Entry Level Rules</b>	<b>COMMISSISON</b>	
<b>DISCUSSION</b>	<p>Cain noted that at the previous meeting, it was discussed that the future Commission rulebook would be consolidated into four sections instead of the current 14. Section 1 is the general intent and structure of the Commission, not up for discussion at this meeting. Section 2, which was the focus of this meeting, included original appointments such as entry-level, lateral reinstatement, and workforce reduction. He stated that the revision will touch on each of these areas, but only to the extent that the Commission has authority in them. Section 3, promotion within civil service ranks, and Section 4, disciplinary appeals procedure, were topics for future meetings. He added that the next meeting regarding Section 4 will be on May 9th, and drafts will be sent in advance to the monitor for feedback.</p> <p>Cain went over the entire draft.</p> <p>There was a discussion about the written exam section. He noted that it would include the Commission collaborating with departments and HR to choose an exam vendor, minimum passing scores, and deadlines for the examination period. There was a discussion about having more</p>	

	<p>conversations about the current exam, alternate exams, and passing scores, especially after the May 15th consent decree deadline. He added that there may be a need to have more conversations regarding preference points and the varying qualifications contained within them.</p> <p>Erin Pilnyak suggests that the Civil Service Commission should work with the respective departments on minimum qualifications, and on how preference points are rewarded and the categories they are rewarded for.</p> <p>There was a discussion about the structure of the interview process, including the number of Commissioners and panels needed. The proposal is that the determination of the number of assessors and Commissioners will be made through collaboration, rather than specifying an exact number in the rules. There was a discussion about why the Commissioners serve as non-scoring monitors on each interview panel. Matt noted that they have the option to serve in that capacity, score applicants, or decline participation.</p> <p>There was a discussion about final combined scoring and ranking on the certified list.</p> <p>There was a discussion about the Chief having final say, which included no appeal.</p> <p>There was a discussion about the ownership and access to job application materials. The transition to using Workday was brought up and how the application materials would be part of the ATS system and the personnel file.</p> <p>Jeffrey Schlanger expressed his gratitude to the Commission and staff for their efforts and contribution towards achieving this goal and thanked everyone for their contributions.</p>
<p><b>PROPOSALS/ CONCLUSIONS</b></p>	<p>Vice-Chair Cleland made a motion to accept the proposed Rules and Regulations presented in the meeting. Commissioner Snider seconded the motion. The motion passed unanimously.</p>
<p><b>3) PUBLIC COMMENT- None Present</b></p>	
<p><b>4) ADJOURNMENT</b> – The meeting was adjourned 3:25 PM</p>	

ATTEST:

  
 \_\_\_\_\_  
 Desmond McNeal, Chair

  
 \_\_\_\_\_  
 Heather Dearman, Civil Service Analyst