

<b>CIVIL SERVICE COMMISSION MEETING</b>		
<b>MINUTES</b>		
<b>1:00 PM</b>	<b>SEPTEMBER 12, 2023</b>	<b>ASPEN ROOM and TEAMS</b>
<b>COMMISSIONERS PRESENT</b>	Desmond McNeal	Chair
	Barb Cleland	Vice-Chair
	Barbara Shannon-Banister, Ph. D	Commissioner
	Matt Snider	Commissioner
	Patricia Stephens	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
	Megan Platt, Kimberly Skaggs	City Attorney's Office
	Sara Hanson, Ryan Lantz	Internal Services
	Interim Chief Acevedo, Interim Dpty. Chief Morris, Div. Chief Barnes, Div. Chief Juul, Lt. DePass, Sgt. Hummel, Ofc. Nguyen, Ofc. Rodriguez, Ofc. Syidi, Jo Moylan, Regan Pena	Aurora Police Department
	Chief Oughton, Dpty. Chief Robnett, Cmdr. Hays, FF Barnes	Aurora Fire Department
	Erin Pilnyak, Jeff Schlanger	IntegrAssure
<b>1) Chair McNeal called the Civil Service Commission meeting to order at 1:00 PM</b>		
1. On a motion by Vice-Chair Cleland, seconded by Commissioner Snider, the agenda was adopted as written.		
2. On a motion by Commissioner Snider, seconded by Vice-Chair Cleland, the minutes for the August 8, 2023, meeting was unanimously approved.		
<b>2) AGENDA ITEMS (Requires a vote)</b>		
<b>A. None</b>		
<b>3) ITEMS FOR DISCUSSION or POSSIBLE VOTE</b>		
<b>A. September Police Academy Testing Summary</b>		<b>Sara Hanson</b>
<b>DISCUSSION</b>	<p>Ryan Lantz introduced Sara Hanson, the new Public Safety Support Manager. Hanson presented information regarding the application process and candidate selection. She stated that they started with 701 applications received in May, and 154 candidates passed the first step.</p> <p>The breakdown of candidate progress was provided: 122 completed physical testing, 32 candidates were no-show or ineligible for physical testing, and only 17 candidates failed the physical test.</p> <p>The next phase included 105 candidates completing oral boards, with 6 candidates not showing up or being ineligible, and 9 candidates failing the interview. This left 88 candidates, with 77 moving into the background process.</p>	

	<p>She continued that out of the 77 candidates, 33 were hired, 30 were unapproved, 1 had an incomplete background, and 3 were deferred to 2024. Additionally, 7 candidates withdrew.</p> <p>Hanson noted the timeline of the application process, which began on January 7, 2023, and ended on June 9, 2023. She stated that out of 701 applicants, only 12 of those who applied between January 7 and April 24 became viable, while the remaining 142 candidates were added in the last month and a half.</p> <p>Hanson concluded that in the end, 39 candidates were approved, 1 declined the offer, 2 withdrew late, 3 were deferred to 2024, and 33 were hired.</p> <p>There was a discussion about the importance of communication and building relationships between different departments, such as recruiting and background investigation. There was conversation around the challenges of handling a large number of applicants and the need for effective communication and coordination to manage the recruitment process efficiently. There was also some discussion about the background investigators and their roles in the process.</p>
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#### 4) REPORTS

**A. COMMISSIONER REPORTS-** Commissioner Stephens spoke on the Police Lieutenant and Sergeant assessment centers. She stated that she noticed that our department didn't have as many candidates as one would typically expect for a department of our size. I have friends throughout Colorado, and when it comes to the number of candidates we had for the positions of Sergeant and Lieutenant, it seemed quite limited. I'm not sure if this is due to internal recruitment or if it might improve as morale increases, but this was the primary observation I made – that our candidate numbers appeared to be somewhat modest.

**B. LEGAL COUNSEL REPORTS-**No comment

#### 5) COMMENTS

##### A. FIRE DEPARTMENT

1. Chief or Designee– Chief Oughton mentioned that they are currently involved in a commander selection process, which is ongoing. He discussed the upcoming Battalion Commander (BC) selection process, as well as the candidates for the positions of captains and lieutenants. The plan is to proceed with these processes based on the current list of candidates. Chief Oughton also noted that it was important to him that the Commission be involved in the entry-level interview process.  
Deputy Chief Robnett brought up concerns regarding candidates who retake the test to improve their scores. He expressed his opinion that there is a difference in philosophy between their organization and NTN (National Testing Network) on how to handle these candidates. He stated that he thought NTN prefers to use the highest qualifying score achieved within the last year, while the commission tends to consider the most recent score. He asked that this be a topic for discussion within the group.

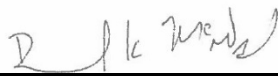
2. Union Designee -None Present


##### B. POLICE DEPARTMENT

1. Chief or Designee – interim Chief Acevedo stated that the department has underwent some organizational refinements in leadership. He introduced the appointment of Chief Barnes who will be overseeing patrol operations within the department.

There was a discussion about the proposed new cadet program. Regan Pena stated the new budget fully funds a partnership and program with a Community College. She added that the program is a pilot for three years and includes two positions at the Police Department. She reported that the program also offers loan forgiveness for those employed in public safety by the

City of Aurora. She added that the program has received funding for the first year, and they are committed to supporting it.
<b>2. Association Designee</b> <ul style="list-style-type: none"><li>➤ APA – No Comment</li><li>➤ FOP – No Comment</li></ul>
<b>C. CITY MANAGER DEPARTMENT –No comment</b>
<b>6) PUBLIC COMMENT-</b> None Present
<b>7) ADJOURNMENT –</b> The meeting was adjourned at 1:39 PM.

ATTEST:   
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Desmond McNeal, Chair

  
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Heather Dearman, Civil Service Analyst