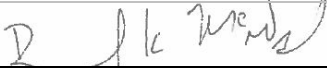



CIVIL SERVICE COMMISSION MEETING		
MINUTES		
1:00 PM	JANUARY 09, 2024	ASPEN ROOM and TEAMS
COMMISSIONERS PRESENT	Desmond McNeal	Chair
	Barb Cleland	Vice-Chair
	Barbara Shannon-Banister, Ph. D	Commissioner
	Matt Snider	Commissioner
	Patricia Stephens	Commissioner
STAFF PRESENT	Matt Cain	Administrator
	Emily Shuman	Senior Analyst
	Michelle Haines	Civil Service Analyst
	Heather Dearman	Civil Service Analyst
OTHERS PRESENT	Julie Heckman, Pete Schulte, Kim Skaggs	City Attorney's Office
	Chief Acevedo, Div. Chief Barnes, Div. Chief Juul, Sgt. Hummel, PIO Actg. Sgt. Wells-Longshore	Aurora Police Department
	Jason Batchelor	City Manager
	Ryan Lantz	Internal Services
	Chief Oughton, Dpty. Chief Robnett, Cmdr. Hays, Fire Medic Barnes	Aurora Fire Department
	Michael Bryant	Communications
	Jeff Schlanger, Erin Pilnyak	IntegrAssure
	Michael Bricker, PhD, Laura Estrella	Psychological Dimensions
1) Chair McNeal called the Civil Service Commission meeting to order at 1:00 PM		
1. On a motion by Vice-Chair Cleland, seconded by Commissioner Stephens, the agenda was adopted as written.		
2. On a motion by Commissioner Shannon-Banister, seconded by Vice-Chair Cleland, the minutes for the November 14, 2023, meeting was unanimously approved.		
2) AGENDA ITEMS (Requires a vote)		
A. 2024 Officer Elections	Commission	
PROPOSALS/ CONCLUSIONS	Vice-Chair Cleland made a motion to nominate Chair Desmond McNeal to continue as 2024 Chair. Commissioner Stephens seconded the motion. The motion passed unanimously. Commissioner Snider made a motion to nominate Vice-Chair Cleland to continue as 2024 Vice-Chair. Commissioner Shannon-Banister seconded the motion. The motion passed unanimously.	
3) ITEMS FOR DISCUSSION or POSSIBLE VOTE		
A. Presentation From Psychological Dimensions	Bricker and Estrella	

<p>DISCUSSION</p>	<p>Michael Bricker, PhD gave a power point presentation summarizing the IACP guidelines for standard practice for pre- employment screening, his agency’s pre-employment screening process for testing (pre-conditional offer – JSA), their data collection, tracking, and other agency-specific methods. He also presented appeal processes in Pre-employment screening.</p> <p>There was a discussion about the JSA appeal process and a potential change to the current appeal process. This included: 1) maintaining the current case-by-case approach, 2) implementing a fixed disqualification period (e.g., 6 months), or 3) adopting a hybrid approach with periodic collective reviews (e.g., quarterly, 6 months, annually).</p> <p>Schulte recommended option 2) where all candidates disqualified for failing the JSA be disqualified for a set period of time. Haines noted that the Commission had already had a one-year disqualification in place, but the departments asked the commission to remove the waiting period.</p> <p>Schlanger’s opinion was that an entity within the City be responsible for the oversight and review of appeals from entry-level Police and Fire candidates who have been disqualified, which would include appeals for failing the JSA. He also suggested that the city pay for and choose where the second opinions would come from. He expressed that the 2nd psychologist might have bias in returning a favorable decision because the candidate paid them. Estrella, Schulte and Schlanger agreed that the 2nd psychologist should also have access to the first evaluation.</p> <p>Haines noted that the Commission already has the appeal and second opinion process in place and that part of it is to strongly suggest to the candidate which psychologist to use for the second opinion. Cain agreed and noted that this is similar to option 1) and has already been put into the Rules and Regulations which has been assessed as now being 100% compliant with that Mandate from the Consent Decree.</p>		
<p>PROPOSALS/ CONCLUSIONS</p>	<p>The Commission agree to set a discussion about the JSA process for a future meeting.</p>		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: center;">B. Consent Decree Status Update</td> <td style="width: 40%; text-align: center;">Cain</td> </tr> </table>		B. Consent Decree Status Update	Cain
B. Consent Decree Status Update	Cain		
<p>DISCUSSION</p>	<p>Cain gave a presentation about the status of items in the consent decree pertaining to the commission including mandate 61 relating to the promotion section of the CSC Rules.</p> <p>Cain also elaborated on mandate 66 which concentrates on transparency in the Civil Service Commission's business operations. He expressed that The City of Aurora's Communications department is working to enhance the Commission's webpage on the city website. The aim is to boost transparency and make the Commission's roles more understandable for Aurora citizens without prior knowledge. Bryant expressed that the Communications staff developed a new website design, gathered feedback from the Commission and Monitor, and is currently in the process of implementing updates to launch the improved website soon.</p>		
<p>PROPOSALS/ CONCLUSIONS</p>	<p>The Commission agreed to review changes to the promotional section of the rules in the February meeting.</p>		
<p>4) REPORTS</p> <p>A. COMMISSIONER REPORTS- None</p>			

B. LEGAL COUNSEL REPORTS-No comment
5) COMMENTS
A. FIRE DEPARTMENT
1. Chief or Designee– Div. Chief Robnett expressed that following the outcome of the Elijah McClain case, some members of the AFR have decided to relinquish their paramedic status. He assured that this decision would not impact operations, affirming that each fire truck would still be
2. Union Designee -None present, however Schlanger noted that the union was granted permissive intervention regarding the consent decree.
B. POLICE DEPARTMENT
1. Chief or Designee – No Comment
2. Association Designee <ul style="list-style-type: none">➤ APA – No Comment➤ FOP – No Comment
C. CITY MANAGER DEPARTMENT –No Comment
6) PUBLIC COMMENT- None Present
7) ADJOURNMENT – The meeting was adjourned at 2:53 PM.

ATTEST: 

Desmond McNeal, Chair



Heather Dearman, Civil Service Analyst