

**AURORA CIVIL SERVICE COMMISSION**  
**15151 E. Alameda Parkway, Suite 3400**  
**Aurora, CO 80012**  
**(303) 326-8931**

**3/18/2009**

***REGULAR MEETING of March 17, 2009***

**Commissioners Present:** Dave Williams, Chair  
Jeannine Zimmerman, Vice Chair  
Richard Brown, Commissioner  
Bernard Celestin, Commissioner  
Jan Raskin, Commissioner

**Staff Present:** Terry Kulbe, Administrator  
Matt Cain, Senior Test Development Analyst  
Emily Jackson, Senior Test Development Analyst  
Heather Dearman, Civil Service Assistant

**Others Present:** Deputy Chief Mark Ricard, Aurora Fire Department  
Battalion Chief Mark Turley, Aurora Fire Department  
Captain Allen Robnett, Aurora Fire Department  
Captain Kevin Flynn, Aurora Police Department  
Lieutenant Paul O'Keefe, Aurora Police Department  
Lieutenant Eric Stewart, Aurora Police Department  
Sergeant Paul Poole, Aurora Police Department  
Agent Donald James, Aurora Police Department  
Tom Nicholas, Deputy City Manager  
Stacie Evans, Assistant City Attorney

- 1) Chair Williams called the Regular Meeting to order at 1:00 p.m. in the Fitzsimmons room.
- 2) On a motion by Brown, seconded by Zimmerman the minutes for the Regular Commission Meeting of March 3, 2009 were approved unanimously as written.
- 3) On a motion by Celestin, seconded by Raskin the minutes for the Police Quarterly Meeting of March 10, 2009 were approved unanimously as written.
- 4) The Agenda for March 17, 2009 was approved as written.
- 5) **COMMISSIONER REPORTS:** Police Quarterly Meeting-Zimmerman asked why Oates thought that recruiting was part of the responsibility of the Commissioners. There was speculation and discussion about this topic and it all came down to semantics. Chairman Williams did stipulate that regardless of what the chief may think, city council has not given the responsibility or any money to do recruiting and therefore the responsibility to recruit lies with the Police and Fire department.

**6) STAFF REPORTS:** March Calendar-Kulbe

March 24<sup>th</sup>-Fire Quarterly Meeting 11:00 A.M.-Kulbe asked that all suggestions and backup for the agenda be sent electronically by Friday the 20<sup>th</sup> so it could be forwarded to the Commissioners.

March 31<sup>st</sup>-Regular Commission Meeting

April 1<sup>st</sup>-Police Agent Written Exam-Raskin volunteered to proctor the test. Zimmerman volunteered as a backup.

Cain announced that the Police Captain Assessment center will be moved to May 11<sup>th</sup> through 13<sup>th</sup>.

**7) OLD AGENDA ITEMS-** None

**8) NEW AGENDA ITEMS FOR COMMISSION DISCUSSION:** Review of Inputs for the CSC 2009 Rules and Regulations-Kulbe stated that the Commission gave everyone until March 24<sup>th</sup> to respond. He said the Fire Department would bring up their comments at the Fire Quarterly meeting on the 24<sup>th</sup> of March, and the Police and Unions could speak at the Regular Commission Meeting on the 31<sup>st</sup> of March. Kulbe went over the legal recommendations by Evans for the rulebook. Flynn requested that anything being changed at this meeting be e-mailed to all for review. Kulbe agreed.

- Page 4-Pertaining to the recording of minutes. Evans recommended that the rule be less restrictive. The Commission agreed.
- Page 14-Pertaining to the suspension or revocation of the driver's license. Evans recommended re-wording to clarify that an administrative suspension or revocation due to things such as child support is not an automatic disqualifier as long as the license is **NOT** currently suspended or revoked. The Commission agreed.
- Page 8-Pertaining to cadet and explorer entry. Evans recommended changing the paragraphs and reference to 5c which should be 4b to clarify things. The Commission agreed.
- Page 85-Pertaining to declination of promotion. Evans recommended that it specify situations where a promotion is declined during the probationary period. It is recommended that the rule have them revert to their original rank they had before their promotion. Celestin asked what would happen if there was not a slot open for them to go back to. There was discussion about the implications of having an open slot. Flynn stated that it rarely happens in the Police Department, and if it did, there would be a spot open, because the person next to promote on the list would be opening that spot. Robnett stated that for Fire it could be an issue for Lieutenant because the next person to promote may not come from Technician level but the Officer level. O'Keefe said the same could happen for Police pertaining to Sergeant; the promotion could come from Agent or Officer. Raskin suggested the rule could say they would go back to where there is an opening. Kulbe stated that the Chief would know the implications and has the power to deny the voluntary promotion. Nicholas stated that Fire would be discussing this further at the Fire Quarterly Meeting.
- Page 89-Pertaining to reinstatement after 18 months of separation. The rule book had that reinstatement could only be at Patrol Officer 1 or Firefighter 1, but needs to be changed to include putting someone back into Paramedic for the Fire Department. Evans recommended the rule avoid being in direct conflict with promotion lists that exist. Raskin asked for reassurance from Fire and Police that reinstating someone after 18 months was justified. Robnett went into specifics about how they must maintain their accreditations and such. Turley added that once reinstated they are also put into FTO training for however long it is determined they need. Flynn and O'Keefe assured that reinstatements are

looked into carefully, especially their character and conduct they had while on the force. They said that they are also re-trained until they are at the proper level to be put back on the streets. The Commisison agreed to the sentence change.

**9) LEGAL ITEMS:** Above

**10) INFORMATION ITEMS:** Kulbe laid out a plan to go forward with Raskin's suggestion to take a look at the Entry Level process. He suggested a start with the written test. Raskin asked Kulbe to also do a little research on what other departments in Colorado use for Psychological testing.

**11) EXAMINATION NOTICES:** (all information put in Commissioner's individual folders)

**12) PUBLIC COMMENT-** Flynn commented on the Police Quarterly Meeting on behalf of Oates. He stated that he was very pleased with the dialogue and hopes that it continues.

**13) Regular meeting adjourned at 1:45 p.m.**

ATTEST: \_\_\_\_\_  
Dave Williams, Chair

\_\_\_\_\_  
Heather Dearman, Civil Service Assistant