

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

***REGULAR MEETING of 6/9/2009***

**Commissioners Present:**

Dave Williams, Chair  
Jeannine Zimmerman, Vice Chair  
Richard Brown, Commissioner  
**EXCUSED:** Bernard Celestin, Commissioner  
**EXCUSED:** 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:**

Battalion Chief Mark Turley, Aurora Fire Department  
Division Chief Roger Cloyd, Aurora Police Department  
Captain Kevin Flynn, Aurora Police Department  
Lieutenant Gary Millspaugh, Aurora Police Department  
Agent Shannon Lucy, Aurora Police Department  
Agent CJ Renaud, Aurora Police Department  
Stacie Evans, Assistant City Attorney  
Janice Napper, Assistant City Manager  
Tom Nicholas, Deputy City Manager

- 1) Chair Williams called the Regular Meeting to order at 1:01 p.m. in the Fitzsimmons room.
- 2) On a motion by Brown, seconded by Zimmerman the minutes for the Regular Commission Meeting of May 26, 2009 were approved unanimously.
- 3) The Agenda for June 9, 2009 was approved as written.
- 4) **COMMISSIONER REPORTS-** Williams noted that Celestin and Raskin were excused from the meeting.
- 5) **STAFF REPORTS-** Kulbe went over the June Calendar
  - June 10<sup>th</sup> Police Lieutenant Written Exam- 8 candidates, Celestin or Brown will proctor
  - June 16<sup>th</sup> Fire Quarterly Meeting-Lunch will be served
  - June 23<sup>rd</sup> Appearance Hearing-Set up at 10am, starts at 11am
  - June 29<sup>th</sup> through July 3<sup>rd</sup> Police Lieutenant Assessment Center
  - July 3<sup>rd</sup> Independence Day Observed-City offices will be closed

## 6) OLD AGENDA ITEMS-

- a) Wording of Rule for Timeframe for Chief's Preference Points-Brown motioned and Zimmerman seconded to add wording to Rule IX 64 (a). On a vote of 3-0 the Commission agreed unanimously to update the rule by adding the wording: "The Police Chief will have ten (10) business days from the receipt of the list of the top 3 candidates to award his preference points."

## 7) NEW AGENDA ITEMS FOR COMMISSION DISCUSSION:

- a) Clarifying Police Agent not included with Chief and Union Appointed Assessors-After reviewing the minutes from the September 16, 2008 Civil Service meeting, Brown motioned and Zimmerman seconded to update the wording of Rule IX 63 and 64. On a vote of 3-0 the Commission agreed unanimously to update the rules by specifying that for Police Promotion boards, Chief and Union appointed assessors are only for the rank of Sergeant to Captain.
- b) Recruitment, Hiring, Promotion and Retention Taskforce-Nicholas started by saying that the City Manager. Ron Miller put a taskforce together as a result of the Professional Black Firefighters bringing concerns about the recruitment, selection in hiring and retention to his attention. Nicholas presented the Commission with the composition and purpose of the taskforce. He noted that he and Janice Napper are the Co-Chairs and the other members of the taskforce include Police representatives; Paul Poole, CJ Renaud, Steve Crowe and Shannon Lucy, and Fire representatives; Allen Robnett, Joe Hill and Thomas Walker. Nicholas said the taskforce would be looking at the recruitment, selection, hiring and promotion process for Police and Fire. He stated that they do not have a timeframe for getting through all of that, but hopefully over the next several months they would like to make recommendations to Ron Miller and then present it to the Civil Service Commission. He said they would certainly invite the City Attorney's office to make sure there are no legality issues.

Williams asked Nicholas how he thought this would impact the Civil Service Commission. Nicholas stated it would impact how the testing would take place and the promotion process. Napper indicated that the taskforce was in the preliminary stages of examining the practices, rules and regulations and processes. She stated they would be meeting every 2 to 3 weeks to examine and hopefully come up with something in the next couple of months and will keep Civil Service informed. Williams warned to play close attention to the charter. He also reiterated for the record his position that Civil Service is not tasked with any recruiting. Jackson asked why the Civil Service staff is not involved if the promotion and testing process is being discussed. Nicholas stated that it was a good question and he would have to ask Ron Miller. He speculated that it was because the Commission staff reports directly to the Commission and not Ron Miller; he wasn't in the position to request the involvement of the Commission staff. He also stated the taskforce was really about the two departments' perspectives together about what the problems are. Williams agreed with Jackson that it would make sense to have staff there. Kulbe offered that staff could put perspective on the reasons why things are done the way they are. Lucy stated that the taskforce was exploratory and it would be defeating the purpose if people were brought in who would just be saying "No." She stated they needed an open and fresh environment to talk about processes. Kulbe offered that the staff could give the taskforce all of the statistics they could use. Napper said the taskforce could provide Civil Service with their minutes. Nicholas agreed that they would like to have their discussions first and then invite Civil Service to discuss. Brown suggested that perhaps the taskforce should take care of things in house and come up with some proposals before they bring it to City Council and the Commission. Brown stated that his feeling is that this has gotten bigger at this point already with the City

Manager and everybody else involved in it except the Commission, who should be involved in it. Nicholas noted that he and Napper are only coordinating the meetings and not giving it direction. Williams stated his concern is that the taskforce will be telling the Commission what to do when the Charter and the Civil Service rules and regulations dictate how the Commission operates.

Evans stated that she is not sure the taskforce is going to find that recruitment is not the problem but the taskforce could come up with why they are losing minorities and a lot of it won't affect the department unless they come up with the need to do more testing.

Dearman stated that there is a feeling that the Commission is working against Police and Fire but everyone is working together. She added that if the Commission and staff, who are the ones putting the testing processes together and working the processes, were able to sit in on the meetings, they could offer valuable input. Kulbe noted that the taskforce is in its beginning stages and still needs to narrow down what direction it is going in, and once that is decided we would like to sit in. He stated that it would be good if staff could get the minutes. Nicholas stated he could do that. Williams asked if he could obtain the taskforce goals.

**8) LEGAL ITEMS:** Status Hearing June 23<sup>rd</sup>, 11:00 in City Council Chambers. Evans stated she would not be present.

**9) INFORMATION ITEMS:** Items given to Commission for later discussion

(a) Scotty P. Krob Resume

(b) E-mail response from Evans Regarding Acting Engineer and the Liability to Commission-For the record Williams read the response:

"As I said at the meeting there would be no liability to the Commission. While at an EEOC mediation with Chief Garcia, We had an opportunity to discuss this. I suggested that Fire might talk about it at the quarterly meeting. The Fire Department puts acting engineers through quite a bit of training. The Chief also pointed out that those testing knew there would be no promotions this year so they did not put a lot of time into preparing. Taking the test just gave them some practice."

(c) Merit Assessment Process for Spanish

**10) EXAMINATION NOTICES:** None

**11) Regular meeting adjourned at 1:55 p.m.**

ATTEST:



Dave Williams, Chair



Heather Dearman, Civil Service Assistant