

TO: Civil Service Commission  
FROM: James Trujillo, Chief Examiner/Secretary  
DATE: March 10, 2022  
SUBJECT: March Staff Report for Civil Service

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1) Recommended Action:

Staff recommends approval for the Police Specialist I exam plan.

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2) Background:

The Police Specialist 1 eligibility list has potential candidates but none have responded with interest to the position. As a result, HR staff recommends preparation for a recruitment to fill this projected vacancy.

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3) Policy Support:

Proposed processes are in alignment with Civil Service Commission rules.

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4) Alternatives:

- ☐ Approve exam plan.
  - ☐ Reject exam plan.
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5) Fiscal Notes:

Standard recruitment costs for labor in HR and the Police Department.

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6) Attachments:

A. PS1 Exam Plan