

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

1) Recommended Action:

Staff recommends approval of the eligibility lists for Entry Level Police Officers, approval for the Police Specialist II exam plan and approval for the exam plans for both the Fire Captain and MSO Fire Captain recruitments.

2) Background:

The Police Department has two officer openings the City is working to fill. The Police Specialist II position will be open later this year after an announced employee retirement. The Fire Captain and MSO Captain roles were vacated when Shawn Crimmins accepted the role as Assistant Fire Chief. The Fire Captain recruitment will be an internal only recruitment and the assessment center will be managed and facilitated by Public Safety Testing.

3) Policy Support:

Proposed processes are in alignment with Civil Service Commission rules.

4) Alternatives:

- ☐ Approve eligibility lists and exam plans.
 - ☐ Reject eligibility lists and exam plans.
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5) Fiscal Notes:

Standard recruitment costs and costs of the assessment center from Public Safety Testing. The PST assessment center is a budgeted item through the Fire Department. The City is still awaiting final cost estimates.

6) Attachments:

- A. January minutes
- B. February eligibility lists
- C. Entry level police officer report
- D. Entry level police officer eligibility list
- E. Fire captain exam plan
- F. MSO fire captain exam plan
- G. Police specialist II exam plan