

WESTERN REGION INTERGOVERNMENTAL PERSONNEL ASSESSMENT COUNCIL WRIPAC

NEWSLETTER #23

April, 1986

PRESIDENT'S MESSAGE

It seems as though our last meeting was three weeks ago instead of three months ago. Each of the members I've talked with since January has reported being "under it" in one form or another and those of you who have been able to catch up with me have heard the chronicle of my Firefighter exam which is growing into a mammoth disaster. At any rate, life and WRIPAC go on and one benefit of an organization like ours is the opportunity to share not only the "thrill of victory," but also the "agony of near defeat."

By the time we meet in Las Vegas, there should be a number of significant items to hear about. We will be a month away from the annual IPMAAC Conference, in which several members are participating. In addition, we expect that some preliminary data will be available on our drug screening survey and the final chapter of the Examiner's Manual will be in hand.

Michael Kemp (City of San Diego) and John Hill (Clark County) have developed a meeting agenda for our next meeting that will satisfy our continuing need for information sharing and I have been assured by Dave Sanchez (City of Las Vegas) that he, John Hill and Bob Burd (Las Vegas Metropolitan Police Department) have arranged a site and social activity that will give those of us in attendance an opportunity to enjoy our brief visit to Las Vegas.

See you all in May!

JURUTHA

MAY WRIPAC MEETING ARRANGEMENTS

The next meeting of WRIPAC will take place on Thursday and Friday, May 8 and 9, 1986, in Las Vegas, Nevada. Arrangements have been made with the Tropicana Hotel, 3801 Las Vegas Boulevard South for accommodations. Meetings will take place in the Monte Carlo Room. WRIPAC members' special sleeping room rate is \$46 + 7% room tax, per room, per night. This includes double or single. Members may reserve their accommodations by calling direct to the Room Reservations Department on their toll-free number: 1-800-634-4000. Please identify yourself as being a member of WRIPAC to ensure that the special room rate is applied and be prepared to give a credit card number when you call in order to guarantee your room. The cut-off date for making reservations is April 15. All reservations called in after April 15 will be on a space-available basis only and all rooms will have reverted to general sale.

For those who are planning to fly in to McCarran Airport, please contact Dave Sanchez at 702 386-6315. Airport pickup and delivery arrangements are being provided by the three co-hosts of this meeting: The City of Las Vegas (David Sanchez), Clark County (John Hill), and the Las Vegas Metropolitan Police Department (Bob Burd).

MAY WRIPAC MEETING SUMMARY

WHEN: May 8 and 9, 1986

WHERE: Tropicana Hotel
3801 Las Vegas Boulevard South
Las Vegas, NV
Monte Carlo Room

AGENDA: Thursday, May 8

9 a.m. - 2 p.m.

ROUNDTABLE I: Each jurisdiction reports.

2 p.m. - 4 p.m.

ROUNDTABLE II: Exam Program Management --
Discussion of various program management tools including exam tracking/scheduling systems, automated examining support, data storage and retrieval systems for exam plan documentation.

4 p.m. - 5 p.m.

Committee Meetings

Friday, May 9

9 a.m. - 10:30 a.m.

TESTING STANDARDS UPDATE: Presentation on the high points of the Standards for Educational and Psychological Tests and the current status of the Uniform Guidelines on Employee Selection Procedures.

10:30 - 3 p.m.

Committee Meetings/Business Meeting

Roundtable II presenters include John Hill, Clark County, and Michael Kemp, City of San Diego. Other WRIPAC representatives are encouraged to discuss and present exam management examples.

Testing Standards presenter is Dave Sanchez, City of Las Vegas.

JANUARY WRIPAC MEETING MINUTES

Treasurer's report by Mary Kaerth. Mary reported a balance of \$5,278.70 in the treasury.

The membership voted to re-instate LA County, CODESP, Clark County and City of Concord into membership.

City of Las Vegas was dropped from membership.

The following meeting schedule was discussed: January, 1987, San Diego; April or May, 1987, South Lake Tahoe; September, 1987, Fresno.

Training topics for the Las Vegas meeting were suggested: assessment center research, criterion-related validity, productivity, and biodata.

There was a discussion of WRIPAC videotapes. Jurutha to appoint a coordinator to work with volunteers to develop handouts.

Discussion of Steve Bemis Award. Officers are to put together a ballot and determine selection committee representative.

Discussion of Handbook. There will be two lists, a membership list and a mailing list, dated material will not be included, newsletter will be mailed to members only and only one newsletter per agency.

Report on WROD indicated that the project is completed. It was asked that copies be brought to the next meeting.

Report on Staff Development indicated that two chapters are incomplete and the chapters on interviewing and exam planning are being rewritten.

Discussion on upcoming conferences:

Anita Ford suggested three speakers for the IPMAAC meeting. The membership voted to sponsor Dr. Sheldon Zedeck from Berkeley.

Jennifer French is chairing the program committee for IPMAAC and she indicated that she would like to have presentations on drug screening and performance appraisal.

WRIPAC is the host for IPMAAC. The membership voted to give Steve Boles \$700 for front money.

The idea of having a table with WRIPAC products at the IPMAAC meeting was discussed.

Meeting adjourned at 1:10 p.m.

WRIPAC ROUNDTABLE

Jurutha Brow (City of LA) presented examples of new recruitment brochures. Sent out 6,000 notices for Firefighter testing, investigating aids screening.

Terry McKinney (City of Phoenix) received 2,100 applications for Firefighter. Recruiting for UHO Director. Going through annual freeze. Responding to an interrogatory from P.O. Officer injured in the line of duty who was informed by the Chief that he was not eligible to compete for promotion.

Bob Burd (Las Vegas Metropolitan PD) just completed major revisions in promotional guidelines. Is developing an assessment center for Com. Spec. Supervisor.

Pam Harris (City of Glendale, CA) is involved in drug screening for all positions and distributed a survey on drug screening.

Deborah Ashton (City of Oakland). City has instituted an apprenticeship program for Firefighter and is in litigation with the union over minority representation.

Dave Colby (Tulare County) is changing recruitment on blue-collar classes and is increasing the use of supplemental application forms.

Charlene Vinella (Washoe County). County had been experiencing loss in minority incumbents. They began a policy of contacting hiring authorities when minorities were on eligibility list, which resulted in a subsequent increase in minority hires of 10%.

Laurie Walman (Santa Cruz County). Changing oral exams to rate factors rather than just questions.

Phil Carlin (City of Tucson) is conducting criterion study covering four year of police testing. Interviewing P. O. candidates on videotape and showing videotape to applicants.

Jan Klein (CODESP) is conducting a workshop in March on assessing personal characteristics.

Mike Kemp (City of San Diego). City has decided not recognize comparable worth as an issue. Is studying broad vs. narrow classifications.

Karen Coffee (CA State Personnel Board). Personnel Board has issued psych screening standards. Decentralization of the Board is continuing.

Jum Cutts (City of Reno). City is undergoing reorganization and recruiting for a Human Resources Director.

Rich Hine (Contra Costa County). Current Lieutenant's exam involves evaluation of promotability which is weighted 50%.

Rod Fredenburg (County of LA) is conducting criterion collection on Deputy exam. The County is developing a new clerical selection process including three speeded portions as well as power portions, including reading comprehension.

Jennifer French (San Bernardino County). WRIB now has 58 members, and is looking at deleting some item history. SB County is experiencing an extreme shortage of quality clerical candidates.

Howard Perkins (Orange County). Orange County Personnel is undergoing a State audit of their merit system. They are also revising their merit system rules and conducting a management classification study.

Kim Kempton (Ventura County). The County conducted a comparable worth study that turned into a major classification study. They are conducting a validation study on honesty testing.

MEMBERSHIP REQUIREMENTS REVISITED

We are regularly asked what the membership requirements for WRIPAC are. The bylaws describe them, and they are:

Jurisdictional membership: These are open to public agencies which support WRIPAC purposes. Jurisdictions must provide a representative who has demonstrated technical selection or personnel research expertise; sufficient organizational authority for project implementation as indicated in a letter of support to WRIPAC; and active participation in WRIPAC, which means attending two of the three business meetings each year and active involvement in one project or committee.

Individual membership: These are open to other individuals who provide assessment services to public agencies and who otherwise meet the criteria required of a jurisdictional representative. Individual members cannot receive assessment materials governed by formal WRIPAC agreements; vote on budgetary, fiscal, bylaw amendment, and membership matters; and hold office.

In addition to the above requirements, a prospective member must attend two meetings before being considered for membership. A request to join can be submitted and voted on at the second meeting attended.

Sincerely,

John Worcester

IPMAAC CONFERENCE

The IPMA Assessment Council (IPMAAC) has announced its Tenth Anniversary Conference which will be held at the Sheraton-Palace Hotel in San Francisco, CA, from June 15-19, 1986. Invited speakers include Dr. William A. Gorham, first president of IPMAAC who will deliver the keynote address, "A Valediction for Testing Guidelines"; Dr. Arthur Jensen, Professor of Educational Psychology, UC-Berkeley, invited speaker of the Personnel Testing Council, who will speak on "Progress and Puzzles in the Theory of Intelligence"; Gary B. Brumback, U. S. Department of Health and Human Services, speaking on "Touring Performance Appraisal in a Time Capsule"; and Dr. Sheldon Zedeck, UC-Berkeley, invited WRIPAC speaker, discussing "Assessment Centers in the Public Sector."

The Conference will be preceded by two full-day workshops ("Developing Rating Systems" and "Development of Assessment Center Exercises") and two half-day workshops (Implications of Validity Generalization and Utility Analysis in Job Knowledge Testing" and "Thinking of Becoming a Consultant?").

The Conference program includes presentations on a wide range of topics from practical to theoretical and from assessment issues to related subjects such as performance appraisal. With WRIPAC serving as the Host Committee and Steve Boles as its Chair, the social activities will include receptions, drawings, gifts, and prizes, and a wine tasting on the evening of June 17.

Additional information and registration materials can be obtained from Jennifer French (714) 383-2341.