

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** December 5, 2022  
**Time:** 4:30 PM  
**Place of Meeting:** City Hall – Conference Room A – 50 W 13<sup>th</sup> St.

Present: Commissioners Carla Heathcote (attended virtually), Dan White (attended virtually), Scott Crabill

Also present: Adrienne Breitfelder (attended virtually), Jeremy Jensen, Kecia Dougherty (attended virtually), John Kruse (Telegraph Herald)

Commissioner White called the meeting to order at 4:35 p.m.

1. Approval of minutes from the November 4, 2022, meeting. Motion by Heathcote to approve the minutes as submitted. Seconded by White. Motion carried 3-0.
2. Receive and File Notice of Appeal – Ludescher. Motion by Heathcote to receive and file the Notice of Appeal submitted by Mark Ludescher. Seconded by White. City Clerk Breitfelder spoke regarding the process for receiving a notice of appeal as per Iowa Code. Motion carried 3-0.
3. Receive and File Specification of Charges – Ludescher. Motion by Heathcote to receive and file the specification of charges for Ludescher. Seconded by White. Motion carried 3-0.
4. Receive and File and Close due to Withdrawal – Ludescher. Motion by Heathcote to receive and file and close the appeal due to withdrawal. Seconded by White. Motion carried 3-0.

City Clerk Breitfelder left the meeting at 4:50 p.m.

5. Certify the list for the position of Police Officer. Motion by Heathcote to certify the list for the position of Police Officer. Seconded by White. Motion carried 3-0.

Chief Jensen left the meeting at 4:52 p.m.

6. Discuss 2023 Civil Service Commission monthly meeting schedule. Commissioners discussed each of their availability and determined when the monthly meetings will be held. Motion by Heathcote to hold monthly civil service commission meetings on the second Wednesday of each month after 4 p.m. Seconded by Crabill. Motion carried 3-0.
7. Adjournment. Motion by Crabill to adjourn at 5:03 p.m. Seconded by Heathcote. Motion carried 3-0.

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Civil Service Commission