

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** February 8, 2023  
**Time:** 4:15 PM  
**Place of Meeting:** City Hall – Conference Room A – 50 W 13<sup>th</sup> St.

Present: Commissioners Carla Heathcote, Scott Crabill

Also present: Fire Chief Scheller, Police Chief Jensen, Police Captain Baxter, City Attorney Brumwell

Commissioner Heathcote called the meeting to order at 4:17 p.m.

1. Approval of minutes from the January 11, 2023 meeting. Motion by Heathcote to approve the minutes as submitted. Seconded by Crabill. Motion carried 2-0.
2. Police and Fire Department Reports – Fire Chief Scheller and Police Chief Jensen provided information on recent new hires in their departments.
3. Approval of an ongoing testing procedure for the position of Police Officer. Motion by Heathcote to approve the ongoing testing procedure as presented by Police Chief Jensen. Seconded by Crabill. Motion carried 2-0.
4. Schedule a written examination for the position of Police Officer. Motion by Crabill to set the examination date for March 11, 2023 as recommended by Police Chief Jensen. Seconded by Heathcote. Motion carried 2-0. Commissioner Crabill to proctor.
5. Adjournment. There being no further business, Heathcote adjourned the meeting at 4:43 p.m.

Submitted by Pamela McCarron, Permit Clerk