

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** May 10, 2023  
**Time:** 4:15 PM  
**Place of Meeting:** City Hall – Conference Room A – 50 W 13<sup>th</sup> St.

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

Also present: Director of Human Resources Shelley Stickfort, Fire Chief Amy Scheller, Asst. Fire Chief Josh Knepper, City Clerk Adrienne Breitfelder, City Attorney Crenna Brumwell (attended virtually), Police Captain Scott Baxter, Strategic Workforce Equity Coordinator Kecia Dougherty (attended virtually at 4:28 p.m.),

Commissioner White called the meeting to order at 4:18 p.m.

1. Approval of minutes from the April 7, April 12 and May 3, 2023 meetings. Motion by Crabill to approve the minutes as submitted. Seconded by White. Motion carried 3-0.
2. Police and Fire Department Reports. Fire Chief Scheller and Asst. Chief Knepper provided information on finalizing promotional testing, future testing opportunities, fire calls and structure fire data. Police Captain Baxter provided information on recent Police Officer testing data.
3. Reschedule the Appeal Hearing for Ethan Lembke. Motion by White to reschedule the Appeal Hearing for Ethan Lembke to June 29, 2023 at 9 a.m. Seconded by Heathcote. Motion carried 3-0.
4. Certify the list for the position of Police Officer. Motion by Crabill to certify the list for the position of Police Officer. Seconded by White. Motion carried 3-0.
5. Review and approve Civil Service Commission goal setting worksheet. Motion by White to approve the Civil Service Commission goal setting worksheet as presented and allow the City Clerk's Office to submit the worksheet on the Civil Service Commission's behalf. Seconded by Crabill. Motion carried 3-0.
6. Adjournment. Motion by Crabill to adjourn at 4:38 p.m. Seconded by Heathcote. Motion carried 3-0.

Submitted by Pamela McCarron, Permit Clerk