

MINUTES

Government Body: CITY OF DUBUQUE CIVIL SERVICE COMMISSION
Date: August 9, 2023
Time: 4:15 PM
Place of Meeting: City Hall – Conference Room A – 50 W 13th St.

Present: Commissioners Scott Crabill, Dan White, Carla Heathcote

Also present: Fire Chief Amy Scheller, Chief of Police Jeremy Jensen, Police Captain Scott Baxter, Fire Marshal Kevin Esser, Assistant Fire Chief Josh Knepper (attended virtually)

Commissioner White called the meeting to order at 4:15 p.m.

1. Approval of minutes from the July 12, 2023 meeting. Motion by Heathcote to approve the minutes as submitted. Seconded by Crabill. Motion carried 3-0.
2. Police and Fire Department Reports. Chief of Police Jensen provided information on staffing numbers, ongoing testing and promotional testing procedures. Fire Chief Scheller provided information on staffing numbers, new equipment, fire calls and structure fire data.
3. Request to schedule an entrance examination for the position of Firefighter/Paramedic/Emergency Medical Technician (EMT). Motion by Heathcote to approve the examination dates of October 24, 2023 (at-home/virtual), October 25, 2023 (in-person) and October 26, 2023 (contingency date) as recommended by Fire Chief Scheller. Seconded by White. Motion carried 3-0. Commissioner White to proctor in-person examination date and contingency date (if needed).
4. Request to schedule promotional examinations for the positions of Police Captain, Police Lieutenant, and Police Corporal. Motion by Crabill to set the examination date for Police Lieutenant on October 24, 2023 and the examination date for Police Captain and Police Corporal on October 25, 2023. Seconded by White. Motion carried 3-0. Commissioner not needed to proctor promotional examinations.
5. Adjournment. Motion by White to adjourn at 4:33 p.m. Seconded by Heathcote. Motion carried 3-0.

Submitted by Pamela McCarron, Permit Clerk