

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** February 12, 2025  
**Time:** 4:15 PM  
**Place of Meeting:** Meeting was held virtually

Present: Commissioners Carla Heathcote, Dan White, Scott Crabill  
Also present: City Clerk Adrienne Breitfelder, Attorney Kyle McCoy, Assistant City Attorney Jason Lehman, Aidan Carr, Police Captain Scott Baxter, Bureau Chief Josh Knepper, Chief Human Resources Officer Shelley Stickfort, Police Chief Jeremy Jensen, Police Investigator Kurt Rosenthal, Attorney Holly Corkery, Chris Gray (Telegraph Herald)

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

1. Approval of minutes from the January 17, 2025 meeting. Motion by Heathcote to approve the minutes as submitted. Seconded by Crabill. Motion carried 3-0.
2. Motion to set Briefing Deadline Regarding Appeal of Aidan Carr. Attorneys McCoy, Lehman, and Corkery presented recommendations regarding the briefing process, with McCoy suggesting a briefing on alternative discipline options besides termination, while Lehman and Corkery recommended a full briefing. After discussing the deadline and briefing content, White moved to set the briefing deadline for February 28, 2025, for the commission to receive a full briefing. Seconded by Heathcote. Crabill announced his intention to abstain from voting due to a conflict of interest, as he had previously served as a witness during Carr's hearing. Motion carried 2-0 with abstention from Crabill.
3. Action by Civil Service Commission to close the record in Appeal of Aidan Carr and set schedule for the Commission to vote on its Findings of Fact and Conclusions of Law. After discussion among Attorneys McCoy, Lehman, and Corkery and Commissioners White and Heathcote, a motion was made by Heathcote to set a date of March 3, 2025, to meet on the findings and full briefing documentation in the Appeal of Aidan Carr. Seconded by White. Crabill announced his intention to abstain from voting due to a conflict of interest, as he had previously served as a witness during Carr's hearing. Motion carried 2-0 with abstention from Crabill. Attorney McCoy asked if the commission would consider a motion to reinstate Carr with a suspension for time served to date. The commission declined.
4. Fire and Police Department Reports. Bureau Chief Josh Knepper provided information on promotional testing. Nothing to report from the Police Department.
5. Adjournment. Motion by Heathcote to adjourn at 5:06 p.m. Seconded by Crabill. Motion carried 3-0.

Submitted by Pamela McCarron, Permit Clerk