

## **MINUTES**

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** April 9, 2025  
**Time:** 4:15 PM  
**Place of Meeting:** City Hall – Conference Room A – 50 W 13<sup>th</sup> St.

Present: Commissioners Carla Heathcote (virtual), Dan White, Scott Crabill  
Also present: Police Captain Scott Baxter (virtual), Bureau Chief Josh Knepper

Commissioner Heathcote called the meeting to order at 4:19 p.m.

1. Approval of minutes from the March 20, 2025 meetings. Motion by Crabill to approve the minutes as submitted. Seconded by Heathcote. Motion carried 3-0.
2. Police and Fire Department Reports. Bureau Chief Josh Knepper provided information on year-to-date service calls and staffing numbers. Police Captain Scott Baxter spoke on current staffing numbers.
3. Request to schedule and examination for the position of Police Officer. Motion by Crabill to set the examination date for May 31, 2025 as recommended by Chief of Police Jeremy Jensen. Seconded by Heathcote. Motion carried 3-0. Commissioner White to proctor with Heathcote as backup.
4. Adjournment. Motion by Crabill to adjourn at 4:26 p.m. Seconded by Heathcote. Motion carried 3-0.

Submitted by Pamela McCarron, Permit Clerk