

MINUTES

Government Body: Civil Service Commission

Date: Thursday, May 5, 2011

Time: 9:00 a.m.

Place of Meeting: City Hall – Conference Room B

Present: Chairperson Dan White, Commission Members Jim Schilling and Betty Takes

Others Present: Personnel Manager Randy Peck, Assistant Police Chief Terry Tobin, Building Services Manager Rich Russell, Parking System Supervisor Tim Horsfield

1. Approve Minutes of March 16, 2011

Motion by Schilling to approve the minutes of the March 16, 2011 meeting as submitted. Seconded by Takes. Motion carried 3-0.

2. Request to Schedule Entrance Examination for the Position of Inspector II

Motion by Schilling to proceed with the examination with the recommended deadlines: Request examination by 5:00 p.m. on May 22. Return the examination postmarked by midnight June 17. Seconded by Takes. Motion carried 3-0.

3. Establish Passing Point for the Position of Police Officer

Motion by Takes to establish the passing score for the position of Police Officer at 70 percent and higher correct answers. Seconded by Schilling. Motion carried 3-0.

4. Establish Passing point for the Position of Parking System Technician.

Motion by Takes to establish the passing score for the position of Parking System Technician at 60 and above correct answers. Seconded by Schilling. Motion carried 3-0. Motion by Takes to certify the list as read. Seconded by Schilling. Motion carried 3-0.

5. Establish the Passing Point for the Position of Laborer

Postponed as test results were unavailable.

6. Establish Passing Point for the Position of Serviceworker

Motion by Takes to establish the passing score for the position of Serviceworker at 59 and above correct answers. Seconded by Schilling. Motion carried 3-0. Motion by Schilling to certify the list as read. Seconded by Takes. Motion carried 3-0.

There being no further business, upon motion the meeting adjourned at 9:42 a.m.

Civil Service Commission

Approved at meeting of: _____

Submitted by Kevin S. Firnstahl, Acting City Clerk