

Minutes

Government Body: CIVIL SERVICE COMMISSION

Date: Wednesday, June 1, 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: Randy Peck, Mark Murphy, Diane Boardman

1. Approve Minutes of May 4, 2011

Schilling moved to approve the minutes of the May 5, 2011 meeting. Seconded by Takes. Motion carried 3-0.

2. Schedule Hearing on the Grievance of Mechanic Mark Neyens

Personnel Manager Randy Peck recommended requesting an extension of the time line for scheduling a date due to the unavailability of all involved parties. July 1, 2011 at 9:00 a.m. and July 5, 2011 at 9:00 a.m. were considered by the Commission. Peck will confirm with the other parties and confirm. Motion by Schilling to approve the recommendation. Seconded by Takes. Motion carried 3-0.

3. Request to Schedule Entrance Examination for the Position of Mechanic

Motion by Schilling to approve the recommendation of the Personnel Manager of a June 17, 5:00 p.m. application deadline and schedule the test on June 28 at 6:00 p.m. Seconded by Takes. Motion carried 3-0. Commissioner White will proctor the test.

4. Request to Schedule Promotional Examination for the Position of Lead Public Safety Dispatcher

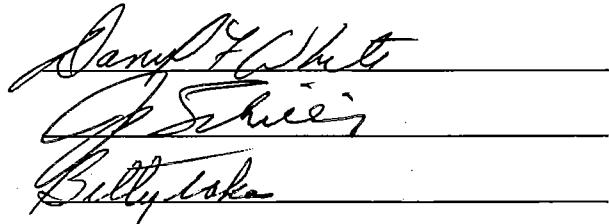
Motion by Schilling to approve the recommendation of the Personnel Manger of a June 14, 5:00 p.m. application deadline and schedule the test on July 21 at 6:00 p.m. Seconded by Takes. Motion carried 3-0. Commissioner Schilling will proctor the test.

5. Establish Passing Point for the Position of Laborer

(April 27 Test Date)

Motion by White to establish the passing point at 59. 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 Schilling, seconded by Takes, the meeting adjourned at 9:34 a.m.



Handwritten signatures of Dan White, Jim Schilling, and Betty Takes, each followed by a horizontal line.

Civil Service Commission

Approved at meeting of: 7/6/11. Submitted by Kevin S. Firnstahl, Acting City Clerk