

MINUTES

Government Body: CIVIL SERVICE COMMISSION
Date: January 14, 2013
Time: 9:00 AM
Place of Meeting: City Hall – Conference Room A, 50 W. 13th Street

Present: Dan White and Betty Takes

Also Present: Mark Dalsing, Kevin Klein, Scott Crabill, Ron Turner, Randy Peck

Excused: Jim Schilling

1. **Approval of Minutes from meeting of December 10, 2012:**
Motion by Takes. Seconded by White. Motion carried 2-0.
2. **Certify the List for the Position of Police Corporal (11/14/12 exam date):**
Motion by Takes, Seconded by White. Motion carried 2-0.
3. **Request to Schedule a Promotional Examination and approve the Process for the Position of Police Lieutenant:**
Motion by Takes to set the exam date for March 6, 2013 at 6:00 p.m. at the DLEC.
Seconded by White. Motion carried 2-0.
4. **Request to Schedule a Promotional Examination for the Position of Surveyor:**
Motion by Takes to allow the Personnel Manager to set the deadlines for applications and submittal of the take-home test when the final draft of the test is complete.
Seconded by White. Motion carried 2-0.

Adjournment: Motion by Takes to adjourn at 9:11 a.m. Seconded by White. Motion carried 2-0.

Civil Service Commission

Submitted by Kevin S. Firnstahl, CMC, City Clerk