

## **Minutes**

**Government Body:** CIVIL SERVICE COMMISSION  
**Date:** July 12, 2013  
**Time:** 9:00 AM  
**Place of Meeting:** City Hall – Conference Room A, 50 W. 13<sup>th</sup> Street

Present: Commissioners Dan White and Jim Schilling  
Also present: Chris Miller, Randy Peck, Dan Kroeger

1. Approval of Minutes from meeting of June 19, 2013  
Motion by White. Second by Schilling. Motion carried 2-0.
2. Set the date for an entrance examination for the position of Firefighter and adopt the exam requirements.  
Motion by White to approve the dates as recommended. Seconded by Schilling. Motion carried 2-0.

August 8, 2013 at 5:00 p.m. – Application deadline  
August 16, 2013 at 7:00 p.m. - CPAT Orientation  
August 17, 2013, at 10:00 a.m. - CPAT Orientation  
September 13, 2013 at 10:00 a.m. – CPAT Practice Session  
September 14, 2013 at 7:00 p.m. – CPAT Practice Session  
October 12, 2013 at 10:00 a.m. for the written exam followed by the CPAT  
18-month certified list

3. Set the date for an entrance examination for the position of Recreation Program Director.  
Motion by Schilling to set the deadline to request the take-home test for August 2, 2013 at 5:00 p.m. with a return deadline of August 19, 2013, postmarked midnight. Motion carried 2-0.
4. Establish the passing score for the position of Mechanic.  
Motion by White to set the passing score at 69 and above correct answers (69%) and the list is certified for two years. Seconded by Schilling. Motion carried 2-0.
5. Establish the passing score for the position of Sanitation Driver.  
Motion by White to set the passing score at 74 and above correct answers (74.7%) and the list is certified for two years. Seconded by Schilling. Motion carried 2-0.
6. City Attorney transmitting a Request to Transmit the Remaining Record related the Jerome Welsh appeal for the Commission's information. Received and filed.

7. Adjournment

Motion Schilling, seconded by White to adjourn at 9:34 a.m. Motion carried 2-0.

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Civil Service Commission

Submitted by Kevin S. Firnstahl, CMC, City Clerk