

MINUTES

Government Body: CIVIL SERVICE COMMISSION
Date: June 12, 2014
Time: 8:30 AM
Place of Meeting: City Hall – Conference Room A, 50 W. 13th Street

Present: Commissioners Dan White, Betty Takes, Mary Lynn Neuhaus

Also present: Randy Peck, Maureen Quann, Mark Dalsing, Steve Fehsal, Kevin Saylor, Rich Russell, Jason Lehman (via phone) during discussion of agenda item #5 only.

1. Approval of Minutes from meeting of May 29, 2014. Motion by Takes. Second by White. Motion carried 2-0.
2. Oath of Office was administered to newly appointed Civil Service Commission member Mary Lynn Neuhaus.
3. Schedule an entrance examination for the position of Assistant Horticulturist. Motion by Takes to set as recommended. Second by Neuhaus. Testing will take place on July 16, 2014 with an application deadline of July 7, 2014 at 5 p.m. Motion carried 3-0.
4. Schedule an entrance examination for the position of Maintenance Worker. Teamsters Local 120 Representative, Kevin Saylor, spoke on keeping the examination for Maintenance Worker as a promotional exam. Kevin stated that previous examinations for this position have been promotional. Personnel Director, Randy Peck, spoke on the request for this examination to be an entrance examination. This would allow the examination to be open to all current City employees and to the general public which would allow a greater pool of candidates to choose from. Motion by Takes for the position of Maintenance Worker to remain as a promotional exam. Second by White. Testing will take place on July 9, 2014 with an application deadline of June 24, 2014 at 5 p.m. Motion carried 2-1 with Neuhaus voting nay.
5. Set the date for an appeal hearing for Tom Reed. Motion by Takes to set the hearing date for June 26, 2014 at 1:30 p.m. Attorney Jason Lehman was called at approximately 8:55 a.m. to confirm his availability. All parties agreed to set the date of the hearing for June 26, 2014 at 1:30 p.m. despite the Iowa Code requirement of 5/20 days. Second by Neuhaus. Motion carried 3-0.
6. Certify the list for the position of Police Officer. Motion by Takes to certify the list of forty (40) applicants based on the combined scores of the POST written test, group interview oral examination and the individual oral examination as recommended by Police Chief Mark Dalsing. Second by Neuhaus. Motion carried 3-0.
7. Adjournment. Motion by White to adjourn at 9:11 a.m. Second by Takes. Motion carried 3-0.