

MINUTES

Government Body: CIVIL SERVICE COMMISSION

Date: August 19, 2015

Time: 8:30 AM

Place of Meeting: City Hall, Conference Room A, 50 W 13th St.

Present: Commissioners Dan White, Betty Takes

Also present: Randy Peck, Mark Burkle, Rick Steines, Ken TeKippe, Mark Murphy

1. Approval of Minutes from meeting of the July 14, 2015 regular meeting and July 14, 2015 Appeal Hearing. Motion by Takes, Second by White to approve as submitted. Motion carried 2-0.
2. Establish the passing score for the position of Public Safety Dispatcher. Motion by White, Second by Takes to set the passing score at 84.71% and certify the list for Public Safety Dispatcher as read for two years. Motion carried 2-0.
3. Establish the passing score for the position of Sanitation Driver. Motion by Takes, Second by White to set the passing score at 44 (74.6%) and above correct answers and certify the list for Sanitation Driver as read for two years. Motion carried 2-0.
4. Schedule an entrance examination for the position of Accountant. Motion by White, Second by Takes to set the application deadline for September 8, 2015 at 5:00 p.m. with a test date of September 17, 2015. Permit Clerk McCarron will contact Commissioner Neuhaus to confirm her availability to proctor the exam on September 17, 2015. Motion carried 2-0.
5. Schedule a promotional examination for the positions of Fire Equipment Operator and Medical Officer. Motion by White, Second by Takes to set the application deadlines for both positions for September 4, 2015 at 5:00 p.m. with a test date for the position of Fire Equipment Operator as November 4, 2015 and a test date for the position of Medical Officer as November 5, 2015. Commissioner White to proctor on November 4, 2015 and Commissioner Takes to proctor on November 5, 2015. Motion carried 2-0.
6. Adjournment. Motion by Takes, Second by White to adjourn at 8:59 a.m. Motion carried 2-0.

Civil Service Commission

Submitted by Pam McCarron, Permit Clerk