

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** October 10, 2017  
**Time:** 4:30 PM  
**Place of Meeting:** City Hall, Conference Room A, 50 W 13<sup>th</sup> St.

Present: Commissioners Mary Lynn Neuhaus, Christian Stillings, Dan White  
Also present: Randy Peck, John Klostermann, Rick Steines

1. Approval of minutes from the September 11, 2017 meeting. Motion by Neuhaus to approve the minutes as submitted. Second by White. Motion carried 2-0. Commissioner Stillings arrived at 4:37 p.m.
2. Schedule an examination for the position of Assistant Fire Marshal. Motion by Neuhaus to set an examination date of December 6, 2017 at 1:30 p.m. in Conference Room A at City Hall, 50 W 13<sup>th</sup> St., Dubuque, IA 52001. Second by Stillings. Commissioner Neuhaus to proctor. Motion carried 3-0.
3. Establish the passing score for the position of Firefighter. Motion by White to set the passing score at 70% and certify the list for the position of Firefighter as read for one year per the recommendation of Fire Chief Rick Steines. Second by Stillings. Motion carried 3-0. Chief Steines left the meeting at 4:56 p.m.
4. Establish the passing score for the position of Sanitation Driver. Motion by White to approve the passing score of 42 (75%) and above correct answers and certify the list for the position of Sanitation Driver as read for two years. Second by Neuhaus. Motion carried 3-0.
5. Establish the passing score for the position of Equipment Operator II. Personnel Manager Randy Peck spoke on the ineligibility of one of the candidates who took the exam and recommended that the passing score be set at 76 (69.7%) and above correct answers which would allow for 10 candidates to be listed on the certified list for this position. Motion by Neuhaus to accept the recommendation of 76 (69.7%) and above correct answers and certify the list for the position of Equipment Operator II as read for two years. Second by Stillings. Motion carried 3-0.
6. Establish the passing score for the position of Equipment Operator I. Motion by White to approve the passing score of 58 (75.3%) and above correct answers and certify the list for the position of Equipment Operator I as read for two years. Second by Neuhaus. Motion carried 3-0.
7. Adjournment. Motion by White to adjourn at 5:15 p.m. Second by Neuhaus. Motion carried 3-0.

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Civil Service Commission

Submitted by Pam McCarron, Permit Clerk