

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** April 18, 2019  
**Time:** 3:30 PM  
**Place of Meeting:** City Hall, Conference Room A, 50 W. 13<sup>th</sup> St.

Present: Commissioners Phil Baskerville, Dan White

Also present: Randy Peck, Ariel Swift, Jenny Larson, Steve Fehsal, Melissa McGinnis, Kate Weidemann,

1. Approval of minutes from the March 7, 2019 meeting. Motion by Baskerville to approve the minutes as submitted. Second by White. Motion carried 2-0.
2. Request to schedule an entrance examination for the position of Animal Control Officer. Motion by Baskerville authorizing Personnel Director Peck to set the deadline date for submission of applications and the examination date. Second by White. Motion carried 2-0.
3. Establish the passing score for the position of Accountant. Motion by White to set the passing score of 70 (70%) and above correct answers and certify the list for the position of Accountant as read for one (1) year. Second by Baskerville. Motion carried 2-0.
4. Establish the passing score for the position of Budget Financial Analyst. Motion by White to set the score of 70 (70%) and above correct answers and certify the list for the position of Budget Financial Analyst as read for one (1) year. Second by Baskerville. Motion carried 2-0.
5. Establish the passing score for the position of Payroll Accountant. Motion by White to set the passing score of 70 (70%) and above correct answers and certify the list for the position of Payroll Accountant as read for one (1) year. Second by Baskerville. Motion carried 2-0.
6. Establish the passing score for the position of Foreman. Motion by White to set the passing score of 57 (67.9%) and above correct answers and certify the list for the position of Foreman as read for two (2) years. Second by Baskerville. Motion carried 2-0.
7. Establish the passing score for the position of Forestry Technician. Motion by White to set the passing score of 45 (63.4%) and above correct answers and certify the list for the position of Forestry Technician as read for one (1) year. Second by Baskerville. Motion carried 2-0. Personnel Director Peck left the meeting at 3:50 p.m. and returned at 3:54 p.m.
8. Establish the passing score for the position of Assistant Horticulturist. Motion by White to set the passing score of 53 (63.1%) and above correct answers and certify the list for the position of Assistant Horticulturist as read for one (1) year. Second by Baskerville. Motion carried 2-0.
9. Adjournment. Motion by Baskerville to adjourn at 3:59 p.m. Second by White. Motion carried 2-0.

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Civil Service Commission