

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION  
**Date:** December 9, 2020  
**Time:** 3:30 PM  
**Place of Meeting:** This meeting was conducted virtually via Conference Call (OpenVoice). Call-in number was listed on agenda.

Present: Commissioners Carla Heathcote, Phil Baskerville  
Also present: Tusdee Blus, Jeremy Jensen, Adrienne Breittfelder

1. Approval of minutes from the November 9, 2020 meeting. Motion by Heathcote to approve the minutes as submitted. Second by Baskerville. Motion carried 2-0.
2. Certify the list for the position of Police Lieutenant. Discussion was held regarding the methodology used by the testing agency to establish the overall score. Asst. Police Chief Jensen spoke on the format of the exams regarding the different sections and the number of questions within each section. After some discussion, a motion was made by Heathcote to establish the passing score at or above 70% and to certify the list for the position of Police Lieutenant as recommended by Asst. Police Chief Jensen. Second by Baskerville. Motion carried 2-0.
4. Adjournment. Motion by Heathcote to adjourn at 3:44 p.m. Second by Baskerville. Motion carried 2-0.

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Chairperson - Civil Service Commission

Submitted by Pam McCarron, Permit Clerk