



**CIVIL SERVICE COMMISSION
REGULAR MEETING
March 5, 2019
MINUTES**

1. CALL TO ORDER/ROLL CALL

The Civil Service Commission Regular Meeting was called to order in the Council Conference Room at City Hall at 3:05 pm by Vice Chair Richard Daniels in the absence of Chair Julie Hersum. In attendance were Commissioners Daniel Reisfeld, Johanna Vander Stoep, and Trennon Bird. A quorum was present.

2. CONFLICT OF INTEREST DISCLOSURE

Each Commissioner reported that no new conflicts of interest had arisen since the last meeting.

3. PUBLIC COMMENT

No public comment was given.

4. NEW BUSINESS

- a. Review February 5, 2019 Meeting Minutes

MOTION: *I move to approve the minutes.*

BIRD: The motion passed unanimously.

- b. Certify scores from entry and lateral officer oral boards

MOTION: *I move that we approve the entry level scores.*

BIRD/REISFELD: The motion passed unanimously.

MOTION: *I move that we approve the scores for the lateral list.*

REISFELD/VANDER STOEP: The motion passed unanimously.

- c. Discuss lateral eligibility relating to break in service

This item was discussed; no action was taken.

- d. Review options for selecting local resident interview panelists

Commissioners Reisfeld and Vander Stoep will coordinate review of interested volunteers and present recommendations to the Commission. A call for participation will be issued via Rotary, the Chamber of Commerce and the Citizens Academy graduates.

- e. Legal counsel request in relation to potential assignment

It was determined that Commission attorney Scott Snyder will not work on the upcoming telecommunications project and will assign the work to a colleague, to prevent any appearance of conflict of interest. In addition, the chair and secretary will discuss the upcoming agendas with Scott prior to the meetings to determine if he needs to attend.

5. REPORT BY CHIEF OF POLICE

Interim Chief Horn provided a general update on the activities of the Police Department.

6. REPORT BY INTERIM SECRETARY/CHIEF EXAMINER

Interim Secretary/Chief Examiner Brown updated the Commission on the interview processes and timing.

7. ADJOURNMENT

The meeting was adjourned at 4:10 pm.



Julie Hersum, Chair



Kate Brown, Interim Secretary/Chief Examiner