

**Civil Service Commission  
Motion Summary  
April 13, 2016**

ITEM 1. ROLL CALL

Michael Robinson called the meeting to order at 3:05pm.

Members Present: Michael Robinson, Eric Coss and Brooke Acker

Staff Present: Human Resource Manager Jessica Feller, Police Chief Bruce Pijanowski, Fire Chief John Donahue, Assistant City Manager Jackie Walker, City Council Member Joe DiGenova, Human Resource Coordinator Lorrie Diaz and Assistant Prosecutor/City Attorney David Moser

ITEM 2. APPROVAL of FEBRUARY 3, 2016 Motion Summary of the Civil Service Commission meeting held FEBRUARY 3, 2016, as recorded and transcribed.

**Motion:** Ms. Acker moved to approve of the Motion Summary for the February 3rd Motion Summary, seconded by Mr. Coss. Motion passed by a 3-0 vote.

ITEM 3. Amend Police Officer List

Two candidates have been removed from the list.

**Motion:** Mr. Coss moved to approve the amended Police Officer List, seconded by Ms. Acker. Motion passed by a 3-0 vote.

ITEM 4. Amend Police Officer Process

A clarification is being made in the process to include a candidate's failure to respond to a portion of the process will result in the candidate's score through NTN dropping off. This information will be clarified in communications to the candidates.

**Motion:** Ms. Acker moved to approve Mr. Coss for Vice Chair, seconded by Mr. Robinson. Motion passed by a 3-0 vote.

ITEM 5. Certify Firefighter List

**Motion:** Ms. Acker moved to approve of the Firefighter List, seconded by Mr. Coss. Motion passed by a 3-0 vote.

ITEM 6. PUBLIC COMMENT

Fire Lieutenant Eric Zierden spoke to the Captains promotional process. Eric is on the current list established approximately one year ago. Eric was only

one of five to pass the exam. The Rule of Three was not able to be obtained. The Lieutenant test was given recently and one was promoted from the list. Chief Donahue believes the Captain list is not competitive. Eric believes the test was competitive with five original test takers. Eric would like further clarification of where and at one point the Rule of Three apply. Chief Donahue recommends legal counsel advice. Per the Rule of Three, the process can move forward with two candidates with it being a competitive process. The Captains list expires on 7/16/16 and the Lieutenant list expires on 11/16/16. There has been one promotion from the Lieutenant list leaving a remainder of two candidates. City Attorney Darren Shulman will rule an opinion on this matter.

Clint Archangel would also like to know how long the Rule of Three as been in effect.

Joe Murphy spoke regarding the National Testing Network. There are seventeen candidates left out of sixty-three after the City took the top sixty and ties. Joe believes these numbers are relatively low. Joe asks about new procedures to evaluate the new process. Joe doesn't feel it has gone as well as previous recruitment processes. There was a short advertisement window. There will be an applicant educational piece regarding the process to be done.

#### ITEM 7. COMMISSION MEMBERS COMMENTS

Joe DiGenova asks about his position with the Civil Service Commission as a representative from City Council and his voting rights. Darren will research Joes' voting rights on the Civil Service Commission board and will follow up with Joe on this matter.

#### ITEM 8. MEETING ADJOURNMENT

Chairman Robinson adjourned the meeting at 4:46 p.m.

  
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Michael Robinson, Chairman

  
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Julie Williams, Clerk