

**Civil Service Commission
Motion Summary
July 6, 2016**

ITEM 1. ROLL CALL

Michael Robinson called the meeting to order at 3:00pm.

Members Present: Michael Robinson, Eric Coss and Brooke Acker

Staff Present: Police Chief Bruce Pijanowski, Fire Chief John Donahue, Assistant City Manager Jackie Walker, City Council Member Joe DiGenova and Human Resource Coordinator Lorrie Diaz

ITEM 2. APPROVAL of JUNE 1, 2016 Motion Summary of the Civil Service Commission meeting held JUNE 1, 2016, as recorded and transcribed.

Motion: Mr. Coss moved to approve of the Motion Summary for the June 1st Motion Summary, seconded by Ms. Acker. Motion passed by a 3-0 vote.

ITEM 3. Update Firefighter List

8 positions have been recommended for hire. 1 has withdrawn to accept another position. The next physical agility test will be held on August 27th test. Ergonomics ^{metrics} will be providing recommendations from this agility for validating the process. 3-4 females will be in the next process.

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

ITEM 4. Certify Police Sergeant List
Anticipating 1 vacancy to be filled.

Motion: Ms. Acker moved to certify the Police Sergeant List, seconded by Mr. Coss. Motion passed by a 3-0 vote.

ITEM 5. Update Police Officer recruitment process

The changes include combining 2 steps and moving the interview with the City Manager and conditional offer further up in the process. This change permits for the conditional offer to be provided earlier in the process.

Motion: Mr. Coss moved to update of the Police Officer recruitment process, seconded by Ms. Acker. Motion passed by a 3-0 vote.

ITEM 6. PUBLIC COMMENTS

Chief Donahue reports 3 of the firefighter candidates through NTN didn't have certifications and were eliminated from the top 60 until they receive their certifications, and submit a new application.

Joe Murphy, firefighter and citizen of the City expresses concern regarding the 3 candidates being placed back into 60 after receiving their certifications rather than being permanently removed. Joe believes the candidates should be removed until they re-test.

Chief Donahue states the reason the 3 candidates are not being required to re-test is due to error on the City's part in putting processes in place to prevent applicants from entering the process without the required certifications.

Lorrie Diaz, reports that the 3 candidates in question do still have valid scores that would keep them in the top 60.

ITEM 7. COMMITTEE COMMENTS

ITEM 8. ADJOURNMENT

Chairman Robinson adjourned the meeting at 3:34 p.m.



Michael Robinson, Chairman



Julie Williams, Clerk