



CIVIL SERVICE COMMISSION MEETING

Minutes from Meeting on July 28, 2022

The meeting commenced at 9:30 AM. Staff members in virtual attendance were Chief Examiner Michael Duerr, Kay Barnes, Bernice Delgado and Danielle Marks.

ROLL CALL OF THE COMMISSION

Present via Teams were Commission Chair Ethel McNeal, Commissioner Scott Bader, and Legal Counsel Jordan Stephens.

Absence excused - Commissioner Jo Metzger-Levin

SUBMITTAL AND APPROVAL OF THE MINUTES

Commissioner Bader moved to approve the minutes of the June 16, 2022 meeting. Commissioner McNeal seconded the motion. The motion was approved unanimously.

PUBLIC COMMENT

No public in attendance. No public comment submitted by correspondence.

REVIEW OF THE PERSONNEL ACTION REPORT

Commissioner Bader moved to approve the Personnel Action Report for June 2022. Commission Chair McNeal seconded the motion. The motion was approved unanimously.

REVIEW OF THE CHIEF EXAMINER APPROVAL OF CALLS FOR APPLICANTS

Commissioner Bader moved to approve the Chief Examiner Approvals of Calls for Applicants for July 2022. Commission Chair McNeal seconded the motion. The motion was approved unanimously.

REVIEW OF THE CHIEF EXAMINER CERTIFICATIONS OF ELIGIBLE REGISTERS

Commissioner Bader moved to approve the Chief Examiner Certifications of Eligible Registers for July 2022. Commission Chair McNeal seconded the motion. The motion was approved unanimously.

NEW BUSINESS

A. Revised Classification Specifications

- i. **Fire Apparatus and Equipment Mechanic.** Commissioner Bader moved to approve the revised classification specification for Fire Apparatus and Equipment Mechanic and asked for staff comment surrounding this revision. Chief Examiner Mike Duerr provided insight on the position make-up specific to the Fire department; and noted recent approval of improvements to the Equipment Mechanic classification specification, and the many automotive industry advancements since the last update in 1995. Commissioner McNeal seconded the motion. The motion was approved unanimously.

OTHER BUSINESS

New HR Recruitment team member

Chief Examiner Mike Duerr introduced our newest recruitment team member, Bernice Delgado.

ADJOURNMENT

The meeting adjourned at 9:35 AM.

Respectfully submitted,
Danielle Marks