CIVIL SERVICE COMMISSION MEETING MINUTES
January 7, 2016

PRESENT: Thomas Majeski, Thomas Kicher, Police Chief Collins, Carolyn Patton

OLD BUSINESS: A correction of the minutes of the May 28, 2015 meeting with a revision from Corrections Officer to Community Service Officer was noted. A move to accept minutes of May 28, 2015 as corrected on December 3, 2015 was made and accepted.

Discussion of the changes made to the rules of the Civil Service Commission were approved. Specifically:

Section 3: 1-2…delected/changes anything not of a fiduciary nature.
#5……deleted
#6 …..assistance
Section 2 of regulations….insert definitions into sections for clarity
(Regulation 2. 2, 4
Section 3: 4…."catch all" section

NEW BUSINESS: Chief Collins attended to clarify the positions needed by the Police Depar5ment. Concerns expressed were: 1) working shift positions difficult to fill 2) generally difficult to find a way to get prospective candidates.

The full time test was set for Saturday, February 27, 2016 and the cost was changed to $25.00.

Two applications were reviewed by the CSC members and deemed to be complete as directed by the City Charter 5.52 (only the credentials reviewed including employment history and personal ID history reviewed for accuracy).

Discussion of reciewed changes to CSC procedures in the manual followed. Agreement as to leaving the criteria more open ended was made.

Next meeting will be set at future time

Meeting ended at 5:45 p.m.

DRAFT

Respectfully submitted by
Carolyn V. Patton
Carolyn V. Patton, Secretary

Mr Thomas Majeski **Mr. Thomas Kicher**