

City of Davenport
Civil Service Commission
Wednesday, November 8, 2023; 9:00 am
City Hall | 226 West Fourth Street | Council Chambers
Minutes

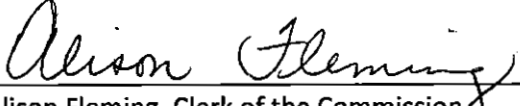
Commissioners Present: Jerry Thomas, Toby Paone, and Patricia Zamora
Ex-Officio Member Present:

Staff Present: Alison Fleming, Human Resources Director; Gina Lechvar, Management Analyst II; Scott VanDeWoestyne, Talent & Equity Administrator; Andrea Maas, Human Resources Specialist; Sarah Bradley, Human Resources Manager; Allison Zurcher, Benefits & Wellness Manager

- I. The meeting was called to order by Vice Chair Thomas at 9:00 AM.
- II. Agenda: Commissioner Zamora moved to approve the agenda; it was seconded by Commissioner Paone. All were in favor.
- III. Minutes: Commissioner Paone moved to approve the minutes for the October 23, 2023 meeting; it was seconded by Commissioner Zamora. All were in favor.
- IV. New Business
 - a. Public Works Safety & Training Coordinator | Establish Minimum Qualifications
Analyst Lechvar requested approval to establish minimum qualifications for a new position within the Public Works Department. Commissioner Zamora moved to approve the minimum qualifications; it was seconded by Commissioner Paone. All were in favor.
 - b. Civil Service Rules and Regulations | Proposed Update Section 2
Director Fleming proposed an update to Section 2 of the Rules and Regulations. Commissioners are to review the updates and reach out to Director Fleming with any comments or edits.
- V. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Zamora moved to approve the lists; it was seconded by Commissioner Paone. All were in favor.
 - a. Police Officer
 - b. Application & Software Integration Developer
 - c. Code Enforcement Officer I
 - d. Packer Driver/Loader

VI. Adjournment: Commissioner Paone moved to adjourn the meeting; it was seconded by Commissioner Zamora. All were in favor. Meeting was adjourned at 9:17 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission