

CITY OF DAVENPORT  
CIVIL SERVICE COMMISSION MEETING

Wednesday, November 8, 2017

MINUTES

Commissioners Present: John Bribriesco, Ralph Kelly, Cassandra Erwin and Paul Bollinger.

Staff Present: Dawn Sherman and Stacy Ihrig

- I. The meeting was called to order by Acting Chair Bribriesco at 9:00 a.m.
- II. Agenda: Human Resources Director Sherman requested to clarify that Mechanic should be Bus Mechanic and with that change Commissioner Kelly moved to approve the agenda. All were in favor.
- III. Minutes: Commissioner Erwin moved to approve the minutes for the October 11, 2017 meeting. All were in favor.
- IV. New Business:

Employment Manager Ihrig advised the Police Officer recruitment is now open. They are having workshops and encourage the commissioners to attend one.
- V. Old Business:

Clarification on posting Assistant Fire Chief internally: Dawn Sherman, Human Resources Director, stated it is the local Davenport Civil Service Rule 2.1 A that determines how the position is posted. DCSC rule 2.2 more specifically states that the requirement may be waived by written request of the Fire Chief, with approval of the Commission, and that the written request would be posted. If there are no qualified candidates, Chapter 400 is used for an external recruitment.
- VI. Certification Lists:

Plant Operator was an entry level position with 92 invited to test, 44 tested and 21 passed. It was a Mechanical Aptitude test along with criminal background check. The list was approved by the commission.

Bus Mechanic was an entry level position. One person applied and was given a practical hands-on test. The list was approved by the commission.

Police Sergeant was a promotional position. Six applied 5 passed the written exam and were given a computer exercise to complete identified to the raters by ID number only. Four passed and there is 1 current opening.
- VII. Training: Commission training will follow the regular meeting on December 13<sup>th</sup>.
- VIII. Next meeting December 13, 2017, at 9:00 am.
- IX. Meeting adjourned at 9:20 am.