

CITY OF DAVENPORT
CIVIL SERVICE COMMISSION MEETING

Wednesday, September 13, 2017

MINUTES

Commissioners Present: DeShonda Davis-Locke, John Bribriesco, Ralph Kelly and Cassandra Erwin

Staff Present: Dawn Sherman, Christina Mondanaro-Murphy and Stacy Ihrig

- I. The meeting was called to order by Chair Davis-Locke at 9:00 a.m.
- II. Human Resources Director Sherman requested item D be moved to be first on the agenda and to add Set Date for an Appeal Hearing. Mr. Bribriesco moved to approve the modified agenda. All were in favor.
- III. The minutes for the August 9, 2017 meeting were approved.
- IV. New Business:
 - a. Chief Washburn Jurisdictional Issue: Mike Carroll, Attorney for Chief Washburn and City Attorney Brian Heyer presented their case before the commission. There was discussion. Chair Davis-Locke stated they would not make a decision at this time and requested more information. The commission requested both parties submit written briefs to the commission by September 27th. Chair Davis-Locke made a motion to discuss all documentation from both sides. All were in favor.
 - b. Set Hearing Date: The commission set a hearing date for the Roger Heath appeal for Tuesday, September 26, 2017, at 2:30 pm in the council chambers at City Hall.
 - c. Property/Evidence Storage Technician Minimum Qualifications: Employment Manager Ihrig requested the Civil Service Commission approve a change in the minimum qualifications for the job description for Property/Evidence Storage Technician. The job description was created in 2005 and a person just resigned. There was discussion. Chair Davis-Locke requested a vote. There were 3 yeses and one no. Chair Davis-Locke moved to agree to make the changes as proposed by the City to the job description. Three were in favor. Chair Davis-Locke requested, in the future, to get the proposals ahead of time so they can have time to review.
 - d. Police Services Generalist Minimum Qualifications: Employment Manager Ihrig requested the Civil Service Commission approve a change in the minimum qualifications for the job description for Police Services Generalist. There was discussion. Capt. Imming and

Employment Manager Ihrig had made changes just prior to the meeting incorporating feedback from the Union and proposed it to read as follow; High School diploma or GED with 2 years of complex office work, or an associate's degree, or 2 years active military duty, or technical certification and 1 year experience. Mr. Bribresco made a motion to, as amended to approve the change, all were in favor. Mr. Bribresco requested a week ahead of time that they are given and the Union be given a written proposal for review.

- e. DCSC Rule 2.6 Certification: Employment Manager Ihrig stated there was a request to change Rule 2.6 Promotional lists for Fire Department only, back to two years following the date of certification. There was discussion. This will be added to the agenda for approval at the October meeting.
- f. DCSC Rule 2.2 Types of Examination Subsection B: Employment Manager Ihrig distributed a letter from City Administrator Spiegel and Interim Fire Chief Bickford requesting for the Assistant Fire Chief recruitment to be widened to District Chief, Captain, and Lieutenants with 5 years' experience. Chair Davis-Locke moved to waive the rule for this recruitment only. All were in favor.
- v. Training: Human Resources Director Sherman asked if the commission would like to set a date for the training. Chair Davis-Locke stated to wait until the October meeting when the new commissioner is present.
- VI. Certification List: None.
- VII. Next meeting: October 11, 2017, at 9:00 am.
- VIII. Meeting adjourned at 10:39 AM.