

CITY OF DAVENPORT

CIVIL SERVICE COMMISSION

WEDNESDAY, August 11, 2021; 9:00 AM

CITY HALL | 226 WEST FOURTH STREET

MINUTES

Commissioners Present: Michael Schertz, Karen Guest, and Jerald Thomas

Ex-Officio Member Present:

Staff Present: Alison Fleming (Human Resources Director), Gina Lechvar (Management Analyst I), Scott VanDeWoestyne (Talent & Inclusion Administrator), and Christina Mondanaro-Murphy (Assistant HR Director)

- I. The meeting was called to order by Chair Schertz at 9:00 AM.
- II. Agenda: Chair Schertz moved to approve the agenda, it was seconded by Commissioner Thomas. All were in favor.
- III. Minutes: Commissioner Guest moved to approve the minutes for the July 21, 2021 meeting, it was seconded by Commissioner Thomas. All were in favor.
- IV. New Business:
 - a. Police Captain, Lieutenant, Sergeant and Corporal | Establish Recruitment Process
 - i. Captain and Lieutenant - Stricken from agenda
 - ii. Sergeant and Corporal
Talent & Inclusion Administrator VanDeWoestyne presented the examination process for both the Police Sergeant and Corporal examination process for approval to the Commission. Both processes will be comprised of three components; a written examination worth 45%, assessment center component worth 45%, and an interview worth 10%. Commissioner Thomas moved to accept both processes, it was seconded by Commissioner Guest. 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.
 - c. Police Officer | Update to Minimum Qualifications
Director Fleming proposed changing the minimum qualification "Must have a high school diploma or GED AND at least 30 college credits from an accredited college or university. Education substitutes are 1 year of active military duty or 1 year being a sworn officer." to "Must have a high school diploma or GED." Additionally, Fleming proposed the update of "Applicant must be able to pass an extensive background check including polygraph test." to "Applicant must be able to pass an extensive background check and submit to a polygraph test."

- V. Old Business:
- VI. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Thomas moved to approve all lists, it was seconded by Commissioner Guest. All were in favor.
 - a. Equipment Services Worker
 - b. Plant Operator I
- VII. Adjournment: Commissioner Guest moved to adjourn the meeting, it was seconded by Commissioner Thomas. Meeting was adjourned at 9:17 AM.