

CITY OF DAVENPORT

CIVIL SERVICE COMMISSION MEETING

Wednesday, August 9, 2017, 9:00 a.m.

MINUTES

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

Staff Present: Dawn Sherman and Christina Mondanaro-Murphy

- I. The meeting was called to order by Vice Chair Davis-Locke at 9:04 a.m.
- II. The agenda for today's meeting was approved.
- III. The minutes for July 12, 2017 meeting were approved.
- IV. New Business: None.
- V. Training: Dawn Sherman stated the Mayor put the appointment of the 5th commissioner on the City Council agenda. The new person should be appointed and be at the September Civil Service meeting. Dawn Sherman suggested the training date and time be discussed at the next meeting when the new person is there. Everyone agreed.
- VI. New Position – Christina Mondanaro-Murphy stated when a new or previous position is being added it is brought before the Civil Service Commission. Mrs. Mondanaro-Murphy stated the IT Department requested a job audit for an employee who had assumed additional duties and responsibilities. The result of the audit showed the employee was doing the duties of Network Administrator. This was a position the City had several years ago but was defunct. It was determined this position was needed and the position was revived. Since this employee was performing these duties and met the requirements of State Code 400.7 Preference by Service he will retain this position. The position the employee previously held, Network & Desktop Support Technician, has been posted and we are accepting applications at this time. Vice Chair Davis-Locke made a motion to put the Network Administrator position back under Civil Service. Ralph Kelly seconded it, all were in favor and the motioned passed.
- VII. Certification List:
Natural Resources Technician: This position is in the Public Works Department under the Clean Water Division dealing with sustainability. 75 candidates applied, 55 met minimum qualifications and were invited to test, 17 tested and after testing and background checks 15 candidates were placed on the civil service list.
- VIII. Next meeting: September 13, 2017, at 9:00 am.
- IX. Meeting adjourned at 9:18 AM.