

CIVIL SERVICE COMMISSION MEETING

CITY OF DAVENPORT, IOWA

WEDNESDAY, JULY 22, 2020; 9:00 AM

CITY HALL | 226 WEST FOURTH STREET | DAVENPORT, IOWA | 52801

- I. Call to Order
- II. Approval of today's Agenda
- III. Approval of Minutes
- IV. New Business
- V. Old Business
- VI. Certification Lists
 - A. Police Officer
 - B. Chemist
 - C. Lead Horticulture Technician
- VII. Adjournment
- VIII. Next Meeting Date:
 - A. Next Meeting | August 12, 2020

CITY OF DAVENPORT

CIVIL SERVICE COMMISSION

WEDNESDAY, JUNE 10, 2020; 9:00 AM

CITY HALL | 226 WEST FOURTH STREET

MINUTES

Commissioners Present: Patt Zamora, Michael Schertz, Karen Guest, Jerald Thomas, and Toby Paone

Ex-Officio Member Present: Latrice Lacey

Staff Present: Mallory Merritt (HR Director), Christina Mondanaro-Murphy (Assistant HR Director), Courtney Jones (Talent Acquisition & Project Manager), Kari Thoren (Administrative Assistant)

- I. The meeting was called to order by Chair Zamora at 9:01
- II. Agenda: Commissioner Guest moved to approve the agenda, it was seconded by Commissioner Thomas. All were in favor.
- III. Minutes: Commissioner Thomas moved to approve the minutes for the May 13, 2020 meeting, it was seconded by Commissioner Guest. All were in favor.
- IV. New Business:
 - a. Approve Qualifications for Administrative Support Specialist Position
 - i. Manager Jones brought forward the new position of Administrative Support Specialist. After discussion the Commission recommended editing the qualification stating "Bachelor's degree in business, business administration, or a closely related field; or three years of office clerical work" to read "Bachelor's degree; or three years of office clerical work"
 - ii. Commissioner Guest moved to accept qualifications for Administrative Support Specialist with the edit, it was seconded by Commissioner Paone. All were in favor.
- V. Old Business:
- VI. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Thomas moved to approve the lists, it was seconded by Commissioner Guest. All were in favor.
 - a. Laborer
 - b. Plant Operator
 - c. Sewer Maintenance Worker
 - d. Systems & Security Engineer
 - e. Horticulture Supervisor
- VII. Adjournment: Commissioner Paone moved to adjourn the meeting, it was seconded by Commissioner Schertz. All were in favor.



THE CITY OF
DAVENPORT
IOWA | USA

CIVIL SERVICE COMMISSION CERTIFICATION LISTS

HUMAN RESOURCES

July 22, 2020

POLICE OFFICER

- » Under general supervision performs work of moderate difficulty in law enforcement, maintenance of order, protection of life and property, and crime prevention.
- » Starting salary \$58,901; Police Union
- » List ready for certification

POLICE OFFICER

Process Overview

- » Applications accepted March 1, 2020 – April 19, 2020
- » Physical Ability testing hosted on 3 dates
- » Written Exam testing hosted on 3 dates
- » Polygraph & Background Investigation
- » Final Interview

POLICE OFFICER

Process Statistics

- » 132 applicants
- » 20 did not meet minimum qualifications
- » 112 sent notifications to self-schedule physical ability test (3 dates to select from)
- » 14 withdrew/ 24 did not schedule/ 15 did not show/ 17 failed physical ability
- » 42 passed and moved to written exam / 30 passed
- » 30 moved into polygraph & background investigation / 3 withdrew / 9 failed
- » 18 passed and were scheduled for a final interview / 2 withdrew / 8 failed
- » 8 on certification list

CHEMIST

- » **Entry level position at Water Pollution Control**
- » **Written examination: 100%**
- » **List ready for certification**
- » **Salary range: \$53,428 – 70,088 | AFSCME Union**

CHEMIST

Minimum Qualifications

- » Bachelor's degree in chemistry, biology or bacteriology; or five years of an equivalent combination of training and experience in an accredited laboratory.
- » Must pass a background check as prescribed by the City.
- » Must possess and maintain throughout duration of employment a valid Driver's License.
- » Must become an Iowa resident within two years of hire date and maintain residency throughout duration of employment (Iowa Code 400.17)

Process Statistics

- » 64 Applicants
- » 56 Candidates were qualified and invited to participate in the examination
- » 23 Candidates passed the examination with a 70% or above; 5 scored below 70%, 11 withdrew, and 17 did not show
- » Rule 2.8 states, “The commission hereby determines that no more than 15 individuals shall be placed on a list for original appointment for all positions except police officer and firefighter.”
- » 17 Candidates passed the background check
- » 17 On certification list

CHEMIST

Process Statistics



Applicants by Step

All Applications (Active & Archived)

Generated by Courtney Jones on 07/21/2020 10:11:24

Exam #	1276						
Exam Plan:	Chemist						
Class Title:	CHEMIST						
Recruiter:	Jones, Courtney						
Step #	Step Type	Person ID	Disposition	Inactivation Reason	Gender	Ethnicity	Age Group
1	Application Received						
		39353261	Fail	Does Not Meet Minimum Qualifications	f	w	
		43547018	Fail	Does Not Meet Minimum Qualifications	f	w	22-25
		42008935	Fail	Does Not Meet Minimum Qualifications	f	w	26-39
		13993502	Fail	Does Not Meet Minimum Qualifications	f	w	26-39
		23774429	Fail	Does Not Meet Minimum Qualifications	f	w	26-39
		39112199	Fail	Does Not Meet Minimum Qualifications	m	w	22-25
		34733130	Fail	Does Not Meet Minimum Qualifications	m	w	26-39
		44361773	Fail	Does Not Meet Minimum Qualifications	m	w	40-55

Step #	Step Type	Person ID	Disposition	Inactivation Reason	Gender	Ethnicity	Age Group
2	Written Exam						
		6474523	Pass	Did not show for test	m	w	40-55
		44352043	Pass	Did not show for test	m	w	40-55
		35489559	Pass	Did not show for test	f	h	22-25
		28599341	Pass	Did not show for test	f	na	
		44299915	Pass	Did not show for test	m	w	22-25
		43862915	Pass	Did not show for test	m	w	40-55
		43877259	Fail	Did not show for test	f	w	26-39
		15742193	Fail	Did not show for test	f	w	26-39
		44350113	Fail	Did not show for test	m	b	26-39
		36590028	Fail	Did not show for test	m	a	26-39
		43848844	Fail	Did not show for test	f	w	26-39
		42951395	Fail	Did not show for test		h	26-39
		7172724	Fail	Did not show for test		w	
		39042626	Fail	Did not show for test	f	a	22-25
		43876605	Fail	Did not show for test	f	a	26-39
		44221237	Fail	Did not show for test	f	h	
		43681668	Fail	Did not show for test	f	w	22-25
		43285621	Fail	Not top group to move forward	f	w	26-39
		44357949	Fail	Not top group to move forward	f	w	26-39
		22692767	Fail	Not top group to move forward	m	a	26-39
		38169039	Fail	Not top group to move forward	m	a	40-55
		21714415	Fail	Not top group to move forward	m	b	26-39
		42850605	Fail	Not top group to move forward	m	b	26-39
		16471534	Fail	Scored below 70%	m	b	40-55
		43284370	Fail	Scored below 70%	m	h	18-21
		42167244	Fail	Scored below 70%	m	na	
		38877118	Fail	Scored below 70%	m	w	22-25
		40367210	Fail	Scored below 70%	m	w	22-25
		43599802	Fail	Withdrew from process	m	w	22-25
		44350807	Fail	Withdrew from process	m	w	22-25
		35678829	Fail	Withdrew from process	m	w	22-25
		24683099	Fail	Withdrew from process	m	w	22-25
		7013932	Fail	Withdrew from process	m	w	26-39
		25006588	Fail	Withdrew from process	m	w	26-39
		32552968	Fail	Withdrew from process	m	w	26-39
		23366109	Fail	Withdrew from process	m	w	26-39
		43743951	Fail	Withdrew from process	m	w	26-39
		43675984	Fail	Withdrew from process	m	w	26-39
		37997455	Fail	Withdrew from process	m	w	40-55

CHEMIST

Process Statistics

Step #	Step Type	Person ID	Disposition	Inactivation Reason	Gender	Ethnicity	Age Group
3	Background Check						
	Eligible	43832060	Active		f	w	26-39
		33904338	Active		m	w	40-55
		18198135	Active		m	a	40-55
		44273316	Active		m	h	22-25
		43839086	Active		f	w	26-39
		43922641	Active		m	w	26-39
		36772533	Active		m	w	40-55
		39614908	Active		m	w	40-55
		38376315	Active		m	w	22-25
		44295341	Active		f	w	22-25
		31907083	Active		m	w	
		43935810	Active		f	w	26-39
		26960330	Active		m	w	26-39
		44324965	Active		m	w	18-21
		44342637	Active		m	w	26-39
		42847402	Active		m	w	22-25
		31309244	Active		f	w	40-55

LEAD HORTICULTURE TECHNICIAN



- » **Promotional position in the Horticulture Division of Parks & Recreation**
- » **Written examination: 100%**
- » **List ready for certification**
- » **Salary range: \$48,263-59,251 | Teamsters Union**

LEAD HORTICULTURE TECHNICIAN



Minimum Qualifications

- » Two-year degree in ornamental horticulture, floriculture, or related field and four years of experience as a horticultural technician; or an equivalent combination of training and experience.
- » Must obtain pesticide applicators certification during the probationary period.
- » Must possess and maintain throughout employment a valid Iowa Driver's License.

LEAD HORTICULTURE TECHNICAN



Process Statistics

- » **1 Applicant**
- » **Candidate was qualified and invited to participate in the examination**
- » **Candidate passed the examination**
- » **1 On certification list**

LEAD HORTICULTURE TECHNICIAN



Process Statistics

Exam #: 1286
Exam Plan: Lead Horticultural Technician
Class Title: LEAD HORTICULTURAL TECH
Recruiter: Jones, Courtney

<u>Step #</u>	<u>Step Type</u>	<u>Person ID</u>	<u>Disposition</u>	<u>Inactivation Reason</u>	<u>Gender</u>	<u>Ethnicity</u>	<u>Age Group</u>
1	Application Received						
2	Written Exam						
	Eligible	31769992	Active		m	w	56-70

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THANK YOU





DAVENPORT

HUMAN RESOURCES

July 22, 2020

Honorable Mayor and City Council
City Hall
226 West Fourth Street
Davenport, Iowa | 52801

Honorable Mayor and City Council:

At its regular meeting on July 22, 2020, the City of Davenport's Civil Service Commission reviewed three civil service lists for consideration. The lists are as follows:

1. Police Officer
2. Chemist
3. Lead Horticulture Technician

On an affirmative vote, the Civil Service Commission accepts and certifies the above mentioned lists and hereby notifies and forwards them to the Davenport Mayor and City Council as an elected body.

Respectfully submitted,

Patricia Zamora
Chair
July 22, 2020

City of Davenport

CIVIL SERVICE COMMISSION—CERTIFICATION ROSTER

POSITION: Chemist

TYPE OF LIST: Entry

CERTIFICATION DATE: July 22, 2020

EXPIRATION DATE: July 21, 2021

JOB CODE: 5713 EXAM PLAN: 1276

To be completed by Hiring Department.

Please enter the appropriate code from the list below for each candidate on each job opening.

Please return this form to the Human Resources Department. Thank you.

ELIGIBLE CANDIDATES		RESULT CODE	DATE OF APPOINTMENT
Candice Easton			
Garrett Grant Stratton			
Evan A. McDermott			
John R. Pollock			
Patrick James Reiman			
Molly Sproston			
Duncan Burnett			
Alyssa Daniel			
Michael J. Miller			
HO Il Park			
Ben D. Beydler			
Matthew Klyman			
Martin Aguilera			
Christina Attaway			
Zachary N. Ogden			
Susan M. Seville			
Andrew Statz			
			INITIAL OF APPOINTING AUTHORITY

Chair Patricia Zamora Date 7-22-20Commissioner [Signature]Commissioner [Signature]Commissioner [Signature]Commissioner [Signature]

RESULT CODES:

1. Appointed
2. Hired other candidate
3. Disqualified (Attach Documentation)
4. Not interested in this position, retain on list
5. No longer interested, remove from list
6. Not contacted
7. Unable to contact at given location

PREFERENCE CODE:

P—Eligible for preference
See Iowa Code 400.28

City of Davenport

CIVIL SERVICE COMMISSION—CERTIFICATION ROSTER

POSITION: Police Officer
TYPE OF LIST: Entry Level
CERTIFICATION DATE: July 22, 2020
EXPIRATION DATE: July 21, 2021

JOB CODE: 3111 EXAM PLAN: 1242
To be completed by Hiring Department. Please enter the appropriate code from the list below for each candidate on each job opening.
Please return this form to the Human Resources Department. Thank you.

ELIGIBLE CANDIDATES		RESULT CODE	DATE OF APPOINTMENT
James Allison			
Dakota Snyder			
Dylan Mcstoots			
Michael Skocinski			
Daniel Brody			
Louis Mallillin			
Cory Friemann			
Marcus Kelley			

INITIAL OF APPOINTING AUTHORITY

Chair Patricia Zamora Date 7-22-20

Commissioner [Signature]

Commissioner [Signature]

Commissioner [Signature]

Commissioner [Signature]

RESULT CODES:

1. Appointed
2. Hired other candidate
3. Disqualified (Attach Documentation)
4. Not interested in this position, retain on list
5. No longer interested, remove from list
6. Not contacted
7. Unable to contact at given location

PREFERENCE CODE:
P—Eligible for preference
See Iowa Code 400.28

CIVIL SERVICE COMMISSION—CERTIFICATION ROSTER

EXPIRATION DATE: July 21, 2022

Please return this form to the Human Resources Department. Thank you.

Commissioner 

1. Appointed
2. Hired other candidate
3. Disqualified (Attach Documentation)
4. Not interested in this position, retain on list
5. No longer interested, remove from list
6. Not contacted
7. Unable to contact at given location

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