

CITY OF DAVENPORT

CIVIL SERVICE COMMISSION

WEDNESDAY, JUNE 12, 2019; 9:00 AM

CITY HALL | 226 WEST FOURTH STREET

MINUTES

Commissioners Present: Ralph Kelly, Paul Bollinger, Karen Guest, Michael Schertz, and Patt Zamora.

Ex-Officio Member Present: Latrice Lacey

Staff Present: Mallory Merritt (HR Director), Christina Mondanaro-Murphy (Assistant HR Director), Courtney Jones (Management Analyst), and Kari Thoren (HR Administrative Assistant)

- I. The meeting was called to order by Chair Kelly at 9:06 am.
- II. Agenda: Commissioner Guest moved to approve the agenda, it was seconded by Commissioner Bollinger. All were in favor.
- III. Minutes: Commissioner Zamora moved to approve the minutes for the May 8, 2019 meeting, it was seconded by Commissioner Guest.
- IV. New Business:
 - a. New Commissioner Introduction: Commissioner Michael Schertz introduced himself stating that he is a four year resident of Davenport and he is looking forward to serving the community through his appointment on the commission.
 - b. Appointment of Chair and Vice Chair: Director Merritt recommended Chair Kelly to retain the Chair position. Chair Kelly nominated Commissioner Zamora for the role of Vice Chair. Commissioner Bollinger moved to appoint Chair Kelly and Commissioner Zamora to the roles of Chair and Vice Chair respectively, it was seconded by Commissioner Guest. All in favor.
 - c. Appointment of Clerk of the Commission: Director Merritt informed the commission that the position had been held previously by the former HR Director, as well as the HR Assistant. In a poll conducted of Davenport's peer cities, it was found that majority of the Clerk of Commission roles were held by HR directors or other management in HR. Per the State statute, cities over 75,000 must appoint a clerk, and the local rule further stipulates that the clerk must be an employee of the City. Commissioner Bollinger moved to appoint Director Merritt to the role of Clerk of Commission, it was seconded by Commissioner Zamora. All in favor.
 - d. Setting Appeal Hearing Date (Kiss): A discussion was held by Assistant City Attorney Brian Heyer, Union Attorney Jill Hartley, and the commissioners to set a date for the Kiss appeal hearing. The union waived the timeline of holding the hearing no less than five days and no more than twenty days from the setting date. The appeal hearing was set for July 31, 2019 at 9:00am in Council Chambers.

V. Old Business:

- a. Civil Service Rules and Regulations Update: Director Merritt presented Sections I and II to the Commission. The commission will vote on updated Sections I and II at the July 10th meeting. At the July 10th meeting, Sections III and IV will be brought forward for consideration.

VI. Certified Lists: A discussion was held amongst the Commission regarding the below lists.

Commissioner Guest moved to approve all lists, it was seconded by Commissioner Zamora. All were in favor.

- i. Police Lieutenant
- ii. Custodian
- iii. Signal Technician
- iv. Sewer Equipment Operator
- v. Mechanic

VII. Adjournment: Meeting adjourned at 9:40 am.