

CITY OF DAVENPORT

CIVIL SERVICE COMMISSION

WEDNESDAY, MAY 13, 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), Scott VanDeWoestyne (Talent & Inculcation Administrator)

- I. The meeting was called to order by Vice Chair Zamora at 9:01
- II. Agenda: Commissioner Schertz 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 March 11, 2020 meeting, it was seconded by Commissioner Schertz. All were in favor.
- IV. New Business:
 - a. Introduction of New Commissioners & Staff
 - i. New Commissioners Jerald Thomas and Toby Paone were introduced to the Commission and staff
 - b. Chair and Vice Chair Appointments
 - i. Commissioner Thomas nominated Commissioner Zamora for Chair, it was seconded by Commissioner Paone. All were in favor.
 - ii. Chair Zamora nominated Commissioner Schertz as Vice Chair, it was seconded by Commissioner Paone. All were in favor.
 - c. Clerk Appointment
 - i. Commissioner Schertz nominated HR Director Merritt for Civil Service Clerk, it was seconded by Commissioner Paone. All were in favor.
 - d. 2Q Personnel & Hiring Update
 - i. Director Merritt gave an update on the City's hiring strategies during COVID-19. We are continuing to hire; processes for essential positions continue to move forward, a heightened level review is being applied to other positions to ensure they need to be filled at this time. Modifications to recruitment and testing processes are being used to ensure safety.
 - e. 2020 Police Officer Recruitment Update
 - i. Administrator VanDeWoestyne provided an overview of the 2020 Police Officer Recruitment that is currently in process. 111 candidates will move forward to the physical ability and written examination testing next week. He anticipates bringing a list for certification to the Commission at the July meeting,

- f. Approve Qualifications for Chemist Position
 - i. Manager Jones proposed updating the qualifications for the Chemist position to allow for experience in any accredited laboratory rather than exclusively a laboratory in a waste water setting. Commissioner Guest moved to approve the update, it was seconded by Commissioner Thomas. All were in favor.
- g. Approve Qualifications for Horticulture Supervisor Position
 - i. Manager Jones brought forward the new position of Horticulture Supervisor. Commissioner Schertz moved to accept qualifications for Horticulture Supervisor, it was seconded by Commissioner Paone. All were in favor.
- h. Approve Qualifications for Systems and Security Engineer Position
 - i. Manager Jones brought forward the new position of Systems and Security Engineer. Commissioner Paone moved to accept qualifications for Systems and Security Engineer position, it was seconded by Commissioner Schertz. All were in favor.

V. Old Business:

- VI. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Guest moved to approve the lists, it was seconded by Commissioner Thomas. All were in favor.
- a. Street Maintenance Worker
 - b. Street Heavy Maintenance Worker
 - c. Packer/Driver Loader
 - d. Maintenance Specialist
 - e. Natural Resources Technician
 - f. Chemist
 - g. Construction Inspector
 - h. Park Technician
 - i. GIS Administrator
 - j. Firefighter/Engineer

VII. Adjournment: Meeting adjourned at 9:52 am