

City of Davenport
Civil Service Commission
Thursday, June 13, 2024; 2:00 PM
City Hall | 226 West Fourth Street | Council Chambers
Minutes

Commissioners Present: Michael Schertz, Jerry Thomas, Toby Paone, and Patricia Zamora
Ex-Officio Member Present:

Staff Present: Alison Fleming, Human Resources Director; Gina Lechvar, Management Analyst II; Scott VanDeWoestyne, Talent & Equity Administrator; Andrea Maas, Human Resources Specialist; Sarah Bradley, Human Resources Manager; Jana Jackson, Human Resources Assistant

- I. The meeting was called to order by Chair Schertz at 2:00 PM.
- II. Agenda: Commissioner Thomas moved to approve the agenda; it was seconded by Commissioner Paone. All were in favor.
- III. Minutes: Commissioner Zamora moved to approve the minutes for the April 24, 2024 meeting; it was seconded by Commissioner Paone. All were in favor.
- IV. New Business: Commissioner Paone moved to approve all new business; it was seconded by Commissioner Zamora. All were in favor.
 - a. Street Heavy Equipment Operator | Update to Minimum Qualifications
Analyst Lechvar proposed relocating the education, driver's license, physical examination, and background check requirements from the Knowledge and Skills section to the Qualifications section of the job description and revising the driver's license and certification requirements.
- V. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Zamora moved to approve the lists; it was seconded by Commissioner Paone. All were in favor.
 - a. Civilian Crime Scene Technician
 - b. Building Inspector
 - c. Construction Inspector
 - d. Street Maintenance Worker
- VI. Adjournment: Commissioner Thomas moved to adjourn the meeting; it was seconded by Commissioner Zamora. All were in favor. Meeting was adjourned at 2:18 PM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission