

City of Davenport
Civil Service Commission
Wednesday, July 10, 2024; 9:00 AM
City Hall | 226 West Fourth Street | Council Chambers
Minutes

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

Staff Present: Alison Fleming, Human Resources Director; Gina Lechvar, Management Analyst II; Andrea Maas, Human Resources Specialist; Sarah Bradley, Human Resources Manager

- I. The meeting was called to order by Chair Schertz at 9:00 AM.
- II. Agenda: Commissioner Thomas moved to approve the agenda; it was seconded by Commissioner Zamora. All were in favor.
- III. Minutes: Commissioner Zamora moved to approve the minutes for the June 13, 2024 meeting; it was seconded by Commissioner Thomas. All were in favor.
- IV. New Business: Commissioner Thomas moved to approve all new business; it was seconded by Commissioner Zamora. All were in favor.
 - a. Assistant Buyer | Update to Minimum Qualifications
Analyst Lechvar proposed revising the experience and driver's license requirements.
 - b. Urban Conservationist | Update to Minimum Qualifications
Analyst Lechvar proposed revising the experience, certification, and physical examination requirements.
 - c. Firefighter | Update to Minimum Qualifications
Analyst Lechvar proposed revising the education, training, certification, and physical examination requirements.
 - d. Firefighter Engineer | Update to Minimum Qualifications
Analyst Lechvar proposed clarifying the experience requirements.
 - e. Fire District Chief | Update to Minimum Qualifications
Analyst Lechvar proposed revising the experience 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 Thomas. All were in favor.

- a. Police Officer
- b. Lead Forestry Technician

VI. Adjournment: Commissioner Thomas moved to adjourn the meeting; it was seconded by Commissioner Zamora. All were in favor. Meeting was adjourned at 9:18 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission