

City of Davenport
Civil Service Commission
Wednesday, May 14, 2025; 9:00 AM
City Hall | 226 West Fourth Street | Council Chambers
Minutes

Commissioners Present: Michael Schertz, Jerald Thomas, Rachel Pitchford, and Darius Sykes
Ex-Officio Member Present:

Staff Present: Alison Fleming, Human Resources Director; Gina Lechvar, Recruitment Coordinator; Scott VanDeWoestyne, Talent Acquisition Administrator; Andrea Maas, Human Resources Specialist; Sarah Bradley, Human Resources Manager; Allison Zurcher, Benefits & Occupational Health Manager

- I. The meeting was called to order by Chair Schertz at 9:00 AM.
- II. Agenda: Commissioner Pitchford moved to approve the agenda with the correction of New Business agenda item (e) from Street Heavy Maintenance Worker to Street Maintenance Worker; it was seconded by Commissioner Thomas. All were in favor.
- III. Minutes: Commissioner Thomas moved to approve the minutes for the April 9, 2025 meeting; it was seconded by Commissioner Sykes. All were in favor. Commissioner Pitchford moved to approve the minutes for the April 21, 2025 special meeting; it was seconded by Commissioner Sykes. All were in favor.
- IV. New Business
 - a. Police Major | Rule 2.2 Promotional Examination Waiver Request
In accordance with Rule 2.2 of the Davenport Civil Service Commission Rules and Regulations, Director Fleming shared Police Chief Jeffery Bladel's request to waive the requirement that candidates for the position of Police Major currently hold the successively lower classification and have at least one year in grade in the successively lower classification at the original examination date in order to qualify to take the examination. Pending approval of agenda item (b), this waiver would continue until such time as the minimum qualifications were revised to remove the proposed language pertaining Police Lieutenants. Commissioner Thomas moved to approve this request; it was seconded by Commissioner Sykes. All were in favor.
 - b. Police Major | Update Minimum Qualifications
Director Fleming proposed revising the experience requirement to align with Chief Bladel's request as approved in agenda item (a) to reflect that candidates must have completed one (1) year of satisfactory service at the rank of Police Captain with the

Davenport Police Department by the original examination date or five (5) years of satisfactory service at the rank of Police Lieutenant with the Davenport Police Department by the original examination date. Commissioner Pitchford moved to approve this update; it was seconded by Commissioner Sykes. All were in favor.

c. Fire Chief | Establish Testing Process

Director Fleming presented a testing process that would include an Education, Experience & Skills Matrix (Pass/Fail), Virtual Interview (Pass/Fail), and Multi-Panel Interviews (Pass/Fail). Commissioner Thomas moved to approve this process; it was seconded by Commissioner Pitchford. All were in favor.

d. Street Heavy Equipment Operator | Update Minimum Qualifications

Coordinator Lechvar proposed revising the education requirement.


e. Street Maintenance Worker | Update Minimum Qualifications

Coordinator Lechvar proposed revising the education requirement, along with language clean-up.

Commissioner Sykes moved to approve the minimum qualifications updates listed in agenda items (d) and (e); it was seconded by Commissioner Pitchford. All were in favor.

- V. Adjournment: Commissioner Pitchford moved to adjourn the meeting; it was seconded by Commissioner Sykes. All were in favor. Meeting was adjourned at 9:20 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission