

City of Davenport
Civil Service Commission
Wednesday, October 8, 2025; 9:00 AM
City Hall | 226 West Fourth Street | Council Chambers
Minutes

Commissioners Present: Michael Schertz, Jerald Thomas, Rachel Pitchford, and Cynthia Lee

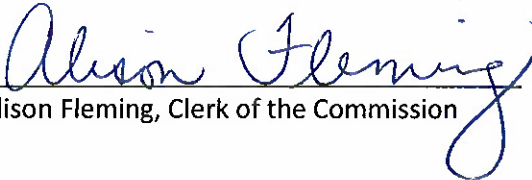
Staff Present: Alison Fleming, Human Resources Director; Gina Lechvar, Recruitment Coordinator; Sarah Bradley, Human Resources Manager; Andrea Maas, Human Resources Specialist; Allison Zurcher, Benefits & Occupational Health Manager

- 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 Pitchford. All were in favor.
- III. Minutes: Commissioner Pitchford moved to approve the minutes for the September 10, 2025 meeting; it was seconded by Commissioner Lee. All were in favor.
- IV. New Business
 - a. Updates to Minimum Qualifications
Commissioner Lee moved to approve the below new business; it was seconded by Commissioner Thomas.
 - i. Park Technician
Coordinator Lechvar proposed revising the education, experience, and driver's license requirements, along with language clean-up.
 - ii. Welder
Coordinator Lechvar proposed revising the education, experience, and driver's license requirements, along with language clean-up.
- V. Certified Lists: A discussion was held amongst the Commission regarding the below lists. Commissioner Pitchford moved to approve the lists; it was seconded by Commissioner Lee. All were in favor.
 - a. Engineering Design and Project Manager
 - b. Mechanic
 - c. Plant Operator

- d. Senior Accountant
- e. Street Heavy Equipment Operator
- f. Street Heavy Maintenance Worker

VI. Adjournment: Commissioner Thomas moved to adjourn the meeting; it was seconded by Commissioner Pitchford. All were in favor. Meeting was adjourned at 9:14 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission