

## Civil Service Commission Minutes

June 1, 2017

Present: Brandy Olson, Dan Olson, Holly Jacobi

Also present: Stephanie Romagnoli

The meeting was called to order at 4:08 p.m. and the minutes from the previous meeting were approved as presented.

A motion to approve the following lists was made by D. Olson:

- a. Treatment Plant Operator I – request previously approved by electronic mail
- b. Fire fighter
- c. Police Officer

A second was offered by Jacobi and the motion carried.

There was a motion by B. Olson to confirm the approval of the list for Treatment Plant Operator I. This list was previously approved by electronic mail. This motion carried.

There was some discussion about updating the Civil Service Handbook. The Commission will review and any necessary updates will be added. In addition, the Commission will add the hearing procedures to the handbook for future reference. This project will be updated again at the next meeting.

Finally, there was discussion that the police department plans to update the process for testing for promotional positions. This is currently being reviewed by the department and recommendations will be made to the Commission when they are ready.

With no further business, the meeting adjourned at 4:20 p.m.