



CIVIL SERVICE COMMISSION

MINUTES

Wednesday, October 6, 2021

10:00am

City Hall & Zoom

Commissioner
A. Eugene Hammermaster

Commissioner
Mike Carnahan

Commissioner
Brian Anderson

Secretary / Chief Examiner
Adrienne McNeilly

Present: Commissioners Hammermaster, Anderson and Carnahan, Secretary/Chief Examiner Adrienne McNeilly, Administrative Services Director Jeff Steffens, Police Chief Brad Moericke.

Meeting was called to order at 10:02am.

I. Department Update:

- Police Chief Moericke provided the Commission with an update on the department.
- Newly hired lateral Police Officer Drake Fawcett is progressing as expected.
 - COVID-19 exposures have impacted the department in recent months.

II. Animal Shelter Assistant Position

The Animal Shelter has a requirement to increase staffing at the front desk in order to provide better coverage at the Shelter. The department requested to promote current part-time Animal Care Technician Lacey Pedersen to the full-time permanent position of Animal Shelter Assistant. The City requested approval to waive the Civil Service recruitment process in order to promote Ms. Pedersen. Commissioner Anderson moved to Waive the Civil Service recruitment process for this recruitment. Commissioner Carnahan Seconded the motion and was passed unanimously.

III. Certified Lists:

Oral Boards were held for Lateral Police Officer applicants on September 27, 2021 resulting in one candidate passing. All other Lateral eligibility lists have been exhausted. Commissioner Anderson moved to certify the Lateral Officer Eligibility List; seconded by Commissioner Carnahan. The commission certified the Lateral Officer Eligibility List unanimously.

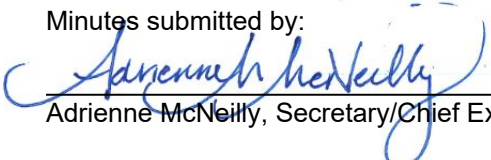
IV. Hiring Update:

Police Chief Moericke described to the commission the upcoming six potential retirements that the department will see over the next 18 months. One of our current Sergeants has unofficially confirmed his retirement in 2021. Chief Moericke requested approval from the Commission in order to move forward with a third-party promotional assessment center including a skills and abilities assessment for internal candidates. Commissioner Carnahan motioned to approve the promotional recruitment process, seconded by Commissioner Hammermaster. The commission approved the promotional process unanimously.

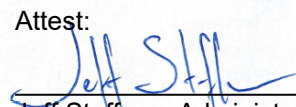
V. Adjournment

The motion was made by Commissioner Anderson to adjourn the meeting, seconded by Commissioner Carnahan. Meeting adjourned at 10:32am.

Minutes submitted by:


Adrienne McNeilly, Secretary/Chief Examiner

Attest:


Jeff Steffens, Administrative Services Director