

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
June 7, 2019

Pursuant to notice the Civil Service Commission of the City of Decatur met in regular session at 11:30 a.m.

PRESENT: CHAIR Tony Wilkins
VICE CHAIR Sheri Hagen
COMMISSIONER Greg Spain
COMMISSIONER Sarah Creek
SECRETARY Penny Rogers
ADMINISTRATIVE SECRETARY Sherry Beasley

ABSENT: NONE

Call to Order

Chair Wilkins called the meeting to order at 11:36 a.m.

Roll Call

All Commissioners were present at the time of roll call. Chair Wilkins declared a quorum does exist to conduct and approve business.

Chair Wilkins called for Appearance of Citizens:

There was none.

The Minutes of the May 7, 2019 regular meeting were presented. Commissioner Spain moved that the May 7, 2019 regular meeting minutes be approved, seconded by Vice Chair Hagen, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Commissioner Creek moved to recess to Closed Session for the purpose of discussing personnel actions, seconded by Commissioner Spain, and upon call of the roll, Commissioners Creek, Spain, Hagen, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Commissioner Creek moved to return to Open Session, seconded by Vice Chair Hagen, and upon call of the roll, Commissioners Spain, Creek, Hagen and Wilkins voted aye. Secretary Rogers declared the motion carried.

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Chair Wilkins called for Unfinished Business:

Authorization Request to Approve Final Scores and Eligible Register for Library Clerk I (Full-Time), Commissioner Spain, moved the Authorization Request be received, placed on file, and approved, seconded by commissioner Creek, and upon call of the roll, Commissioners Wilkins, Creek, Hagen, and Spain voted aye. Secretary Rogers declared the motion carried.

Chair Wilkins called for New Business:

Personnel Actions

Vice Chair Hagen moved that the appointments, promotions, leave of absence requests, civil service status, and resignation, be received, placed on file, and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners, Spain, Creek, Hagen, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Register for Library Clerk I (Full-Time) - Internal, Commissioner Spain moved the Authorization Request be received, placed on file, and approved, seconded by Vice Chair Hagen, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins vote aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Promotional Register for Equipment Operator, Commissioner Creek moved the Authorization Request be received, placed on file, and approved, seconded by Vice Chair Hagen, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins vote aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Promotional Register for Engineering Tech II, Commissioner Creek moved the Authorization Request be received, placed on file, and approved, seconded by Vice Chair Hagen, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins vote aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Eligible Register for Engineering Tech II, Commissioner Spain moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins vote aye. Secretary Rogers declared the motion carried.

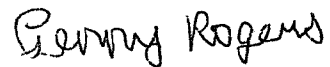
Secretary Rogers announced there will be a proposal to Amend the Civil Service Rules at the July meeting. Ms. Rogers distributed the proposed changes to the Commission, and discussion followed.

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Chair Wilkins called for Other Business:

There being no other business, Commissioner Spain moved to adjourn the meeting, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Creek, Hagen, and Wilkins voted aye. Secretary Rogers declared the meeting adjourned at 12:08 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Penny Rogers".

Penny Rogers
Secretary