

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
March 2, 2021

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

PRESENT: VICE CHAIR Sheri Hagen
COMMISSIONER Greg Spain
COMMISSIONER Todd Ray
ACTING SECRETARY Penny Rogers
ADMINISTRATIVE SECRETARY Sherry Beasley
ABSENT: CHAIR Tony Wilkins and COMMISSIONER Sarah Creek

Call to Order

Acting Chair Hagen called the meeting to order at 11:33 a.m.

Roll Call

3 out of 5 Commissioners were present at the time of roll call. Acting Chair Hagen declared a quorum does exist to conduct and approve business.

Acting Chair Hagen called for Appearance of Citizens:

There was none.

The Minutes of the February 2, 2021 regular meeting were presented. Commissioner Spain moved that the February 2, 2021 regular meeting minutes be approved, seconded by Commissioner Ray and upon call of the roll, Commissioners Ray, Spain and Hagen voted aye. Acting Secretary Rogers declared the motion carried.

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

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

Acting Chair Hagen called for Unfinished Business:

- A. Authorization Request to Approve Final Scores and Eligible Register for Library Clerk I (Half-Time), Commissioner Ray moved the Authorization Request be

CIVIL SERVICE COMMISSION

OPEN SESSION MINUTES

March 2, 2021

Page 2

received, place on file and approved, seconded by commissioner Spain, and upon call of the roll, Commissioners Spain, Ray and Hagen voted aye. Acting Secretary Rogers declared the motion carried.

- B. Authorization Request to Approve Final Scores and Eligible Register Maintenance Mechanic I, Commissioner Ray moved the Authorization Request be received, place on file and approved, seconded by commissioner Spain, and upon call of the roll, Commissioners Spain, Ray and Hagen voted aye. Acting Secretary Rogers declared the motion carried.
- C. Authorization Request to Approve Final Scores and Eligible Register for Police Patrol Officer, Commissioner Spain moved the Authorization Request be received, place on file and approved, seconded by commissioner Ray, and upon call of the roll, Commissioners Ray, Spain and Hagen voted aye. Acting Secretary Rogers declared the motion carried.
- D. Authorization Request to Approve Final Scores and Promotional Register for Fire Lieutenant, Commissioner Ray moved the Authorization Request be received, place on file and approved, seconded by commissioner Spain, and upon call of the roll, Commissioners Spain, Ray and Hagen voted aye. Acting Secretary Rogers declared the motion carried.
- E. Authorization Request to Approve Final Scores and Promotional Register for Library Clerk II (Full-Time), Commissioner Ray moved the Authorization Request be received, place on file and approved, with the necessary correction on the register "Library Clerk II Full-Time (Promotional)," seconded by commissioner Spain, and upon call of the roll, Commissioners Spain, Ray and Hagen voted aye. Acting Secretary Rogers declared the motion carried.

Acting Chair Hagen called for New Business:

- A. Authorization Request to Approve Job Announcement and Establish Promotional Register for Fire Captain, Commissioner Spain moved the Authorization Request be received, place on file and approved, seconded by Commissioner Ray, and upon call of the roll, Commissioners Ray, Spain and Hagen voted aye. Acting Secretary Rogers declared the motion carried.

CIVIL SERVICE COMMISSION

OPEN SESSION MINUTES

March 2, 2021

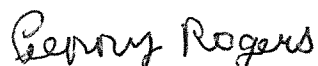
Page 3

- B. Authorization Request to Approve Job Announcement and Establish Promotional Register for Library Clerk II (Full-Time), Commissioner Spain moved the Authorization Request be received, place on file and approved, seconded by Commissioner Ray, and upon call of the roll, Commissioners Hagen, Spain and Ray voted aye. Acting Secretary Rogers declared the motion carried.
- C. Authorization Request to Approve Job Announcement and Establish Eligible Register for Water Service Technician I, Commissioner Spain moved the Authorization Request be received, place on file and approved, seconded by Commissioner Ray, and upon call of the roll, Commissioners Ray, Spain and Hagen voted aye. Acting Secretary Rogers declared the motion carried.
- D. Receiving and Filing of Personnel Actions
Commissioner Ray moved that the appointment, suspension, oral and written reprimand, civil service status, request for leave, resignation, and probationary resignation be received, placed on file, and approved, seconded by Commissioner Spain, and upon call of the roll, Commissioners Ray, Spain and Hagen voted aye. Acting Secretary Rogers declared the motion carried.

Acting Chair Hagen called for Other Business:

There being no other business, Commissioner Spain moved to adjourn the meeting, seconded by Commissioner Ray, and upon call of the roll, Commissioners Spain, Ray, and Hagen voted aye. Acting Secretary Rogers declared the meeting adjourned at 11:55 a.m.

Respectfully Submitted,



Penny Rogers
Acting Secretary