

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
June 1, 2021

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

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

Call to Order

Acting Chair Spain called the meeting to order at 11:31a.m.

Roll Call

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

Chair Wilkins called for Appearance of Citizens:

There was none.

The Minutes of the June 1, 2021 regular meeting were presented. Commissioner Ray moved that the June 1, 2021 regular meeting minutes be approved, seconded by Commissioner Creek and upon call of the roll, Commissioners Ray, Creek and Spain voted aye. Acting Secretary Rogers declared the motion carried.

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

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

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Acting Chair Spain called for Unfinished Business:

- A. Authorization Request to Approve Final Scores & Promotional Register for Fire Captain, Commissioner Ray moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Ray, Creek and Spain voted aye. Acting Secretary Rogers declared the motion carried.
- B. Authorization Request to Approve Final Scores & Eligible Register for Police Patrol Officer, Commissioner Creek moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Ray, and upon call of the roll, Commissioners Ray, Creek and Spain voted aye. Acting Secretary Rogers declared the motion carried.

Chair Wilkins called for New Business:

- A. Authorization Request to Approve Job Announcement and Establish Promotional Register for Crew Chief Municipal Services, Commissioner Ray moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Ray, Creek, and Spain voted aye. Acting Secretary Rogers declared the motion carried.
- B. Authorization Request to Approve Job Announcement and Establish Eligible Register for Engineering Technician I, Commissioner Creek moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Ray, and upon call of the roll, Commissioners Ray, Creek and Spain voted aye. Acting Secretary Rogers declared the motion carried.
- C. Receiving and Filing of Personnel Actions
Commissioner Ray moved that the appointment, oral reprimand, suspension, civil service status, request for leave, probationary resignation, and retirement be received, placed on file, and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Ray, Creek and Spain voted aye. Acting Secretary Rogers declared the motion carried.

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Acting Chair called for Other Business:

There being no other business, Commissioner Creek moved to adjourn the meeting, seconded by Commissioner Ray, and upon call of the roll, Commissioners Creek, Ray and Spain voted aye. Acting Secretary Rogers declared the meeting adjourned at 11:43 a.m.

Respectfully Submitted,



Penny Rogers

Acting Secretary