

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
August 3, 2021

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
ACTING SECRETARY Penny Rogers
ADMINISTRATIVE ASSISTANT Sherry Beasley
DIRECTOR OF HUMAN RESOURCES French Wilson
ABSENT: COMMISSIONER Todd Ray
COMMISSIONER Sarah Creek

Call to Order

Chair Wilkins called the meeting to order at 11:34 a.m.

Roll Call

Three out of five 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:

Ms. Abeer Motan voiced her concerns about racism towards her throughout Decatur. Chair Wilkins explained to Ms. Motan the responsibilities of the Civil Service Commission and that this is not the group that handles these types of complaints. Ms. Motan stated that the City should hire people that do not discriminate. Director of Human Resources Wilson explained to Ms. Motan that is what the City strives to do. She also explained that the Civil Service Commission handles personnel issues dealing with union personnel and that the City Manager handles management personnel.

The Minutes of the July 6, 2021 regular meeting were presented. Commissioner Spain moved that the July 6, 2021 regular meeting minutes be approved, seconded by Commissioner Hagen and upon call of the roll, Commissioners Hagen, Spain and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.

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

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

Chair Wilkins called for Unfinished Business:

- A. Authorization Request to Approve Final Scores & Eligible Register for Water Customer Service Representative, Commissioner Spain moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Hagen, Spain and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.
- B. Authorization Request to Approve Final Scores & Eligible Register for Engineering Technician I, Commissioner Spain moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Spain, Hagen and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.
- C. Authorization Request to Approve Final Scores & Promotional Register for Water Plant Operator III, Commissioner Spain moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Hagen, Spain and Wilkins 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 Engineering Technician III, Commissioner Spain moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Hagen, Spain and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.
- B. Authorization Request to Approve Job Announcement and Establish Eligible Register for Library Page (Half-Time) Internal, Commissioner Hagen moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Spain, and upon call of the roll, Commissioners Spain, Hagen and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.

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C. Authorization Request to Approve Job Announcement and Establish Eligible Register for Engineering Technician I, Commissioner Spain moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Spain, Hagen and Wilkins voted aye. Acting Secretary Rogers declared the motion carried.

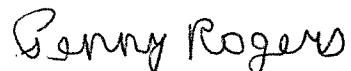
D. Receiving and Filing of Personnel Actions

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

Chair Wilkins called for Other Business:

Acting Secretary Rogers reminded the Commissioners that September is election of officers. Commissioner Spain stated he would not be at the September meeting. He stated that if he is nominated for an office, he will accept. There being no other business, Commissioner Spain moved to adjourn the meeting, seconded by Commissioner Hagen and upon call of the roll, Commissioners Hagen, Spain and Wilkins voted aye. Acting Secretary Rogers declared the meeting adjourned at 11:58 a.m.

Respectfully Submitted,



Penny Rogers
Acting Secretary