

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
July 12, 2022

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

PRESENT: CHAIR Greg Spain
VICE CHAIR Sarah Creek
COMMISSIONER Sheri Hagen
COMMISSIONER Tony Wilkins
COMMISSIONER Todd Ray
ACTING SECRETARY Penny Rogers
ADMINISTRATIVE ASSISTANT Lori Gruen
DIRECTOR OF HUMAN RESOURCES French Wilson
ABSENT: ADMINISTRATIVE ASSISTANT Sherry Beasley

Call to Order

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

Roll Call

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

Chair Spain called for Appearance of Citizens:

The following citizen provided comments to the Commission: Abeer Motan.

The Minutes of the June 07, 2022, regular meeting were presented. Commissioner Ray moved that the June 07, 2022, regular meeting minutes be approved, seconded by Commissioner Hagen and upon call of the roll, Commissioners Wilkins, Hagen, Ray, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

Commissioner Wilkins moved to recess to Closed Session under Open Meetings Act 5 ILCS 120/2(c) to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees, seconded by Commissioner Ray and upon call of the roll, Commissioners Ray, Hagen, Wilkins, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

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

Chair Spain called for Unfinished Business:

- A. Authorization Request to Approve Final Scores & Eligible Register for Engineering Technician I, Commissioner Wilkins moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Hagen, Ray, Wilkins, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

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

Chair Spain called for New Business:

- A. Authorization Request to Approve Job Announcement & Establish Eligible Register for Water Plant Operator I, Commissioner Ray moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Ray, Wilkins, Hagen, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

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

- C. Authorization Request to Approve Job Announcement & Establish Eligible Register for Maintenance Technician I, Commissioner Ray moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Hagen, and upon call of the roll, Commissioners Wilkins, Ray,

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Hagen, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

D. Authorization Request to Approve Job Announcement & Establish Eligible Register for Housing Rehabilitation Specialist, Commissioner Ray moved the Authorization Request be received, placed on file and approved, seconded by Commissioner Wilkins, and upon call of the roll, Commissioners Hagen, Ray, Wilkins, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the motion carried.

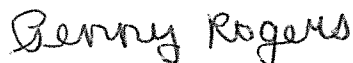
E. Receiving and Filing of Personnel Actions

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

Chair Spain called for Other Business:

There being no other business, Commissioner Ray moved to adjourn the meeting, seconded by Commissioner Wilkins and upon call of the roll, Commissioners Hagen, Ray, Wilkins, Vice Chair Creek and Chair Spain voted aye. Acting Secretary Rogers declared the meeting adjourned at 12:05 p.m.

Respectfully Submitted,



Penny Rogers
Acting Secretary