

CIVIL SERVICE COMMISSION

MEMORANDUM NO. 23-58

November 2, 2023

MEMO TO: Civil Service Commission

FROM: Penny Rogers, Acting Secretary *Penny Rogers*

SUBJECT: CIVIL SERVICE COMMISSION MEETING

The November meeting of the Civil Service Commission will be held at 11:30 a.m., November 7, 2023, in the Human Resources Department at the Decatur Civic Center. Please notify Human Resources prior to the meeting at 217 424-2805 to confirm your attendance.

- I. Call to Order
- II. Roll Call
- III. Appearance of Citizens  
Each citizen speaking will be limited to one appearance of up to 3 minutes.
- IV. Approval of October 3, 2023, Regular Meeting Minutes
- V. 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.
- VI. Return to Open Session
- VII. Unfinished Business
  - A. Final Scores and Promotional Register for Fire Inspector
  - B. Final Scores and Promotional Register for Water Plant Operator III
  - C. Final Scores and Eligible Register for Water Plant Operator III - External
  - D. Final Scores and Eligible Register for Utility Customer Service Representative
  - E. Final Scores and Eligible Register for Service Worker
  - F. Final Scores and Eligible Register for Police Patrol Officer
  - G. Final Scores and Lateral Transfer Register for Police Patrol Officer
  - H. Election of Civil Service Commission Officers

VIII. New Business

- A. Authorization Request to Approve Job Announcement & Establish Eligible Register for Water Plant Operator I
- B. Authorization Request to Approve Job Announcement & Establish Eligible Register for Water Plant Operator III
- C. Authorization Request to Approve Job Announcement & Establish Promotional Register for Senior Utility Customer Service Representative
- D. Authorization Request to Approve Job Announcement & Establish Eligible Register for Network Support Specialist (Help Desk Specialist)
- E. Receiving and Filing of Personnel Actions

IX. Other Business

X. Adjournment