

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
April 2, 2024

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

PRESENT: CHAIR Todd Ray
VICE CHAIR Greg Spain
COMMISSIONER Amy Spry
COMMISSIONER Tony Wilkins
ACTING SECRETARY Penny Rogers
ADMINISTRATIVE ASSISTANT Sherry Beasley

ABSENT: COMMISSIONER Sheri Hagen

Call to Order

Chair Ray called the meeting to order at 11:32 a.m.

Roll Call

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

Chair Ray called for Appearance of Citizens:

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

The Minutes of the March 5, 2024, regular meeting were presented. Vice Chair Greg Spain moved that the March 5, 2024, regular meeting minutes be approved, seconded by Commissioner Amy Spry and upon call of the roll, Commissioners Amy Spry, Tony Wilkins, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Commissioner Amy Spry 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 Tony Wilkins and upon call of the roll, Commissioners Amy Spry, Tony Wilkins, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Vice Chair Greg Spain moved to return to Open Session, seconded by Commissioner Amy Spry and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Chair Ray called for Unfinished Business:

- A. Authorization Request to Approve Final Scores & Eligible Register for Water Plant Operator III, Commissioner Amy Spry moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Tony Wilkins, and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.
- B. Authorization Request to Approve Final Scores & Eligible Register for Police Patrol Officer, Commissioner Tony Wilkins moved the Authorization Request be received, placed on file, and approved, seconded by Vice Chair Greg Spain, and upon call of the roll, Commissioners Amy Spry, Tony Wilkins, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.
- C. Authorization Request to Approve Final Scores and Lateral Transfer Register for Police Patrol Officer, Vice Chair Greg Spain moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.
- D. Authorization Request to Approve Final Scores and Promotional Register for Equipment Operator – Municipal Services, Commissioner Amy Spry moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Tony Wilkins, and upon call of the roll, Commissioners Amy Spry, Tony Wilkins, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.
- E. Authorization Request to Approved Final Scores and Promotional Register for Fire Inspector, Vice Chair Greg Spain moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Chair Ray called for New Business:

- A. Authorization Request to Approve Job Announcement & Establish Promotional Register for Engineering Technician II, Commissioner Tony Wilkins, moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Tony Wilkins,

Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

- B. Receiving and Filing of Personnel Actions – Vice Chair Greg Spain moved that the appointment, promotion, division letter of commendation, shift letter of commendation, oral reprimand, written reprimand, civil service status, request for leave, probationary resignation, resignation, relinquish position, and probationary period extension be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Chair Spain called for Other Business:

There being no other business, Commissioner Tony Wilkins moved to adjourn the meeting, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Tony Wilkins, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the meeting adjourned at 11:55 a.m.

Respectfully Submitted,



Penny Rogers
Acting Secretary