



James L. Lowrance, Mayor
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**Civil Service Commission
May 9, 2018
Minutes**

Commissioners Present: Nancy Harris, Commissioner
Paul Peglow, Commissioner

Absent: Gregg Davison, Ex officio member
Mary Stevens, Chair

Other Staff Present: Mike Hanken, Captain Police Department

The Civil Service Commission met on May 9, 2018 in the City Council Chambers at the City Carnegie Building located at 10 W State St, according to posted notices.

Harris called the meeting to order at 12:01 PM.

Item #1 – May 1, 2018 minutes

Peglow moved to approve the minutes for May 1, 2018, second by Harris. Motion approved 2-0.

Item #2 – Police Records Clerk - Testing Process

Hanken requested approval of the testing process for full time Police Records Clerk. This will be posted in the Records division for three day. An application will be completed followed by an interview. A three person panel will complete the interview. A ranked list will be brought back to the Commission for approval. With one change to an interview question, Harris moved to approve the process, second by Peglow. Motion approved 2-0.

The Commission meeting adjourned at 12:07 PM.

Respectfully submitted,

Jill Petermeier, HR Director

City Council
Leon Lamer, Bill Martin, Gabe Isom, Al Hoop,
Sue Cahill, Mike Gowdy, Bethany Wirin

