

MINUTES

Government Body: CITY OF DUBUQUE CIVIL SERVICE COMMISSION
Date: March 2, 2017
Time: 4:00 PM
Place of Meeting: City Hall, Conference Room A, 50 W 13th St.

Present: Commissioners Dan White and Mary Lynn Neuhaus
Also present: Randy Peck, Brant Schueller, Denise Ihrig, Steve Fehsal

1. Approval of minutes from the January 23, 2017 meeting. Motion by Neuhaus to approve as submitted. Second by White. Motion carried 2-0.
2. Establish the passing score for the position of Assistant Horticulturist. Motion by Neuhaus to set the passing score of 54 (64.3%) and above correct answers and certify the list for Assistant Horticulturist as read for two years. Second by White. Motion carried 2-0.
3. Establish the passing score for the position of Water Distribution Foreman. Motion by White to set the passing score of 70 (70.7%) and above correct answers and certify the list for Water Distribution Foreman as read for two years. Second by Neuhaus. Motion carried 2-0.
4. Schedule an entrance examination for the position of Transit Dispatcher/Scheduler. Motion by White to set the application deadline for March 24, 2017 at 5 p.m. with an examination date of April 4, 2017 at 6 p.m. Commissioner Neuhaus to proctor. Motion carried 2-0.
5. Schedule an entrance examination for the position of Maintenanceworker. Personnel Director Randy Peck recommended the examination be expanded to an entrance examination rather than a promotional examination as was the procedure in previous years. Motion by White to approve the examination for the position of Maintenanceworker as an entrance examination as recommended by Personnel Director Peck and set the application deadline for March 31, 2017 at 5 p.m. with an examination date of April. 11, 2017 at 6 p.m. Commissioner White to proctor. Motion carried 2-0.
6. Adjournment. Motion by Neuhaus to adjourn at 4:26 p.m. Second by White. Motion carried 2-0.

Civil Service Commission

Submitted by Pam McCarron, Permit Clerk