

## MINUTES

**Government Body:** CITY OF DUBUQUE CIVIL SERVICE COMMISSION

**Date:** August 30, 2018

**Time:** 1:00 PM

**Place of Meeting:** City Hall, Conference Room A, 50 W. 13<sup>th</sup> St.

Present: Commissioners Phil Baskerville (arrived at 1:20 PM), Christian Stillings

Absent: Chairperson Dan White

Also present: Rick Steines, John Klostermann, Renee Tyler, Paul Davis

The first order of business was for the two commissioners present to appoint a chair for this meeting. Commissioner Baskerville motioned to have Commissioner Stillings chair the meeting. Both commissioners concurred. The meeting was brought to order at 1:21 PM.

Item #5 was removed from the agenda.

Item #4 was incorrectly listed on the agenda as Equipment Operator II. The correct position title is Equipment Operator I.

1. Approval of minutes from the July 31, 2018 meeting. Motion by Stillings to approve the minutes as submitted. Second by Baskerville. Motion carried 2-0.
2. Request to consider accepting the Candidate Physical Ability Test (CPAT) qualifications from other Fire Departments. Fire Chief Steines explained this request would allow applicants to submit CPAT results from other qualified users of the CPAT exam requirements. After a brief discussion, Commissioner Baskerville motioned to accept the request. Second by Stillings. Motion carried 2-0.
3. Schedule an entrance examination for the position of Utility Worker. Motion by Stillings authorizing Personnel Director Randy Peck to set the deadline date for submission of applications and the examination date. Second by Baskerville. Motion carried 2-0.
4. Schedule a promotional examination for the position of Equipment Operator I. Motion by Stillings authorizing Personnel Director Randy Peck to set the deadline date for submission of applications and the examination date. Second by Baskerville. Motion carried 2-0.
5. Schedule an entrance examination for the position of Right-of-Way Management Technician. This item was removed from the agenda.
6. Adjournment. Motion by Stillings to adjourn at 1:33 PM. Second by Baskerville. Motion carried 2-0.

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Civil Service Commission

Submitted by Pam McCarron, Permit Clerk