

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
May 7, 2019

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

PRESENT: CHAIR Tony Wilkins
COMMISSIONER Greg Spain
COMMISSIONER Sarah Creek
SECRETARY Penny Rogers
ADMINISTRATIVE SECRETARY Sherry Beasley
ABSENT: VICE CHAIR Sheri Hagen

Call to Order

Chair Wilkins called the meeting to order at 11:49 a.m.

Roll Call

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

Chair Wilkins called for Appearance of Citizens:

There was none.

The Minutes of the April 2, 2019 regular meeting were presented. Commissioner Spain moved that the April 2, 2019 regular meeting minutes be approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Creek, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Commissioner Creek moved to recess to Closed Session for the purpose of discussing personnel actions, seconded by Commissioner Spain, and upon call of the roll, Commissioners Creek, Spain, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Commissioner Spain moved to return to Open Session, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Wilkins, and Creek voted aye. Secretary Rogers declared the motion carried.

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Chair Wilkins called for Unfinished Business:

Authorization Request to Approve Final Scores and Eligible Register for Senior Clerk Typist, Commissioner Spain, moved the Authorization Request be received, placed on file, and approved, seconded by commissioner Creek, and upon call of the roll, Commissioners Wilkins, Creek, and Spain voted aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Final Scores and Promotional Register for Chief Water Plant Operator, Commissioner Creek, moved the Authorization Request be received, placed on file, and approved, seconded by commissioner Spain, and upon call of the roll, Commissioners Spain, Creek, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Final Scores and Eligible Register for Library Page (Half-time), Commissioner Creek, moved the Authorization Request be received, placed on file, and approved, seconded by commissioner Spain, and upon call of the roll, Commissioners Wilkins, Creek, and Spain voted aye. Secretary Rogers declared the motion carried.

Chair Wilkins called for New Business:

Personnel Actions

Commissioner Creek moved that the appointments, promotions, leave of absence requests, civil service status, probationary resignation, and retirement be received, placed on file, and approved, seconded by Commissioner Spain, and upon call of the roll, Commissioners, Spain, Creek, and Wilkins voted aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Promotional Register for Chief Water Plant Operator, Commissioner Creek moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Spain, and upon call of the roll, Commissioners Spain, Creek, and Wilkins vote aye. Secretary Rogers declared the motion carried.

Authorization Request to Approve Job Announcement & Establish Eligible Register for Library Assistant (Half-time), Commissioner Spain moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Creek, and Wilkins vote aye. Secretary Rogers declared the motion carried.

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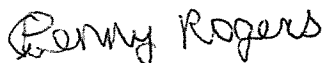
Authorization Request to Approve Job Announcement & Establish Promotional Register for Library Clerk I (Full-time), Commissioner Creek moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Spain, and upon call of the roll, Commissioners Spain, Creek, and Wilkins vote aye. Secretary Rogers declared the motion carried.

Chair Wilkins called for Other Business:

Secretary Rogers stated there will be proposed revisions to the Civil Service Rules in the Commissioners informational packet for June's meeting.

There being no other business, Commissioner Spain moved to adjourn the meeting, seconded by Commissioner Creek, and upon call of the roll, Commissioners Spain, Creek, and Wilkins voted aye. Secretary Rogers declared the meeting adjourned at 12:10 p.m.

Respectfully Submitted,



Penny Rogers
Secretary