

City of Davenport
Civil Service Commission
Wednesday, February 8, 2023; 9:00 am
City Hall | 226 West Fourth Street | Council Chambers
Minutes

Commissioners Present: Jerry Thomas, Toby Paone, and Patricia Zamora
Ex-Officio Member Present:

Staff Present: Alison Fleming, Human Resources Director; Sarah Bradley, Human Resources Manager; Gina Lechvar, Management Analyst II; Andrea Maas, Human Resources Assistant; and Allison Zurcher, Benefits and Wellness Manager

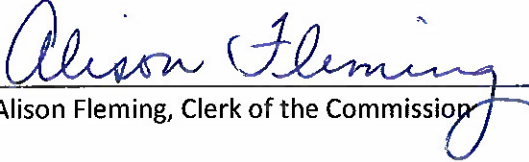
- I. The meeting was called to order by Vice Chair Thomas at 9:00 AM.
- II. Agenda: Commissioner Paone moved to approve the agenda; it was seconded by Commissioner Zamora. All were in favor.
- III. Minutes: Commissioner Zamora moved to approve the minutes for the January 11, 2023 meeting; it was seconded by Commissioner Paone. All were in favor.
- IV. New Business:
 - a. Fire Lieutenant & Fire Captain | Establish Recruitment Process
Management Analyst II Lechvar presented a recruitment process that would include a Written Examination (45%), Practical Assessment (45%), and Interview (10%) for both positions. Commissioner Zamora moved to approve this process; it was seconded by Commissioner Paone. All were in favor.
 - b. Riverfront Community Engagement Coordinator | Establish Minimum Qualifications
Management Analyst II Lechvar requested approval to establish minimum qualifications for a new position within the Finance Department. Commissioner Paone moved to approve the qualifications; it was seconded by Commissioner Zamora. All were in favor.
 - c. Street Equipment Operator | Update to Minimum Qualifications
Management Analyst II Lechvar proposed revising the education and Commercial Driver's License requirements, along with language clean-up. Commissioner Paone moved to approve the updates; it was seconded by Commissioner Zamora. All were in favor.

V. Certified Lists: A discussion was held amongst the Commission regarding the below list. Commissioner Zamora moved to approve the list; it was seconded by Commissioner Paone. All were in favor.

a. Forestry Technician

VI. Adjournment: Commissioner Paone moved to adjourn the meeting; it was seconded by Commissioner Zamora. All were in favor. Meeting was adjourned at 9:18 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission