

City of Davenport
Civil Service Commission
Wednesday, September 13, 2023; 9:00 am
City Hall | 226 West Fourth Street | Council Chambers
Minutes

Commissioners Present: Michael Schertz, Jerry Thomas, and Toby Paone
Ex-Officio Member Present: Latrice Lacey

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

- I. The meeting was called to order by Chair Schertz at 9:00 AM.
- II. Agenda: Commissioner Thomas moved to approve the agenda; it was seconded by Commissioner Paone. All were in favor.
- III. Minutes: Commissioner Paone moved to approve the minutes for the August 9, 2023 meeting; it was seconded by Commissioner Thomas. All were in favor.
- IV. New Business: Commissioner Paone moved to approve all new business; it was seconded by Commissioner Thomas. All were in favor.
 - a. Firefighter Engineer | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.
 - b. Fire Lieutenant | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.
 - c. Fire Captain | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.
 - d. Fire District Chief | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.

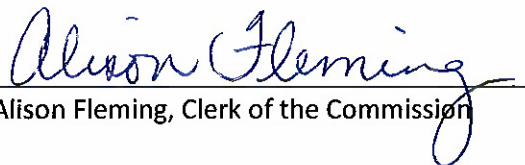
- e. Assistant Fire Chief - Operations | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.
- f. Assistant Fire Chief – Fire Marshal | Update to Minimum Qualifications
Management Analyst II Lechvar proposed language clean-up for consistency throughout ranks of the Fire Department.
- g. Packer Driver/Loader | Update to Minimum Qualifications
Management Analyst II Lechvar proposed revising the Driver's License and Federal Motor Carriers Random Drug & Alcohol Program (FMCSA) requirements.
- h. Lead Maintenance Specialist | Update to Minimum Qualifications
Management Analyst II Lechvar proposed revising the experience and Driver's License requirements.

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

- a. Code Enforcement Officer II
- b. Laborer
- c. Plant Operator I
- d. Signs & Signals Technician
- e. Senior Signs & Signals Technician

VI. Adjournment: Commissioner Thomas moved to adjourn the meeting; it was seconded by Commissioner Paone. All were in favor. Meeting was adjourned at 9:29 AM.

Respectfully submitted,


Alison Fleming, Clerk of the Commission