

CITY OF DAVENPORT
CIVIL SERVICE COMMISSION
Wednesday, May 9, 2018

MINUTES

Commissioners Present: Ralph Kelly, Cassandra Erwin, Paul Bollinger and Karen Guest.
Staff Present: Stacy Ihrig and Latrice Lacey.

- I. The meeting was called to order by Commissioner Kelly at 9:04 a.m.
- II. Agenda: Commissioner Erwin moved to approve the agenda, it was second, and all were in favor.
- III. Minutes: There was a correction on the date listed on the Agenda for the minutes it should be April 24th. Commissioner Erwin moved to approve the minutes for March 14 and April 24 it was seconded by Commissioner Kelly.
- IV. Certification Lists:
 - Fire Chief – This was an entry level position. 25 applied. The City Administrator reviewed applications and questionnaires were sent to 8. There were phone interviews and 4 were invited onsite. 1 withdrew. 3 were interviewed, met with a panel, made visits. 2 passed and were placed on the civil service list.
- V. Old Business:
 - A. Commission Training – A date will be set when the 5th person is appointed.
 - B. Affirmative Action Officer-City Administrator Spiegel advised the Affirmative Action Officer has a standing meeting at this same time and is not able to attend. She invited the commission to the Affirmative Action meeting.
- VI. New Business: Commissioner Kelly moved to vote for Chair and Vice Chair. Commissioner Erwin nominated Ralph Kelly for Chair he accepted. Commissioners Erwin, Bollinger and Guest approved. It passed by a vote 3-1. Commissioner Kelly nominated Cassandra Erwin for Vice Chair; she accepted all were in favor. Commissioner Erwin abstained.
- VII. Meeting adjourned by Commissioner Kelly all were in favor.