Civil Service Board
MINUTES

Human Resources
Conference Room
12:00 p.m.

Wednesday, March 18, 2020

Members Present: Burnley, Roesler and Carpenter – all members via phone
Members Absent: Elbers
Staff Present: Hannestad and Holsen – all staff in person
Staff Absent: O’Toole

1) The meeting was called to order at 12:05 p.m. on March 18, 2020.

2) There was no public comment

3) A motion was made by Beth Roesler, seconded by Robin Burnley to approve the minutes of the January 6, 2020 hearing for Marguerette Elliot.
   Motion passed-Carpenter abstained, was not present for the hearing.

4) A motion was made by Robin Burnley, seconded by Beth Roesler to approve the minutes of the January 8, 2020 meeting.
   Motion passed unanimously

5) A motion was made by Robin Burnley, seconded by Beth Roesler to approve the 2019 Civil Service Annual Report.
   Motion passed unanimously

6) A motion was made by Beth Roesler, seconded by Robin Burnley to approve the Personnel Actions as set forth in Exhibit A.
   Motion passed unanimously

7) A motion was made by Robin Burnley, seconded by Beth Roesler to order the personnel actions recorded as set forth in Exhibit B.
   Motion passed unanimously

8) A motion was made by Robin Burnley, seconded by Beth Roesler to extend the eligibility lists as requested for the following positions:

   a. Promo/Transfer Eligibility List 14338000-2A Park Caretaker (9 months)
   b. Promo/Transfer Eligibility List 92030000-2A Fire Captain (1 year)
   c. Entrance Eligibility List 10112000-5 Forensic Specialist (9 months)

   Motion passed unanimously
A motion was made by Beth Roesler, seconded by Robin Burnley that the Civil Service Board enter Executive Session to discuss personnel issues at 12:11 p.m.

Motion passed unanimously

A motion was made by Beth Roesler, seconded by Robin Burnley to exit Executive Session at 12:15 p.m.

Motion passed unanimously

A motion was made by Robin Burnley, seconded by Beth Roeler to order the disciplinary actions as set forth in Exhibit C to be recorded.

Motion passed unanimously

A motion was made by Beth Roesler, seconded by Robin Burnley that the Civil Service Board enter Executive Session to discuss personnel issues at 12:16 p.m.

Motion passed unanimously

A motion was made by Robin Burnley, seconded by Beth Roesler to exit Executive Session at 12:19 p.m.

Motion passed unanimously

A motion was made by Beth Roesler, seconded by Robin Burnley to approve the Order in the matter of appeal of Margarette (Maggie) Elliot.

Motion approved by Beth Roesler and Robin Burnley. Melanie Carpenter abstained.

9) Having no further business, a motion was made by Robin Burnley, seconded by Beth Roesler to adjourn the meeting.

Motion passed unanimously

The Board will meet on Wednesday, May 13, 2020 at 12:00 p.m. in the Human Resources Conference Room.

Meeting was adjourned at 12:20 p.m.

Respectfully submitted by Jane Hannestad, Recording Officer