

PROCEEDINGS OF THE CITY OF NEW BERLIN
CIVIL SERVICE COMMISSION MEETING MINUTES
May 19, 2005 – 8:15AM
NEW BERLIN CITY HALL
3805 S. Casper Drive
Conference Room "A/B"

Please note: Minutes are unofficial until approved by the Civil Service Commission at their next regularly scheduled meeting.

Present: Commissioners Virginia Moths, Gary Gray, Kelly Parbs
Absent: Bernie Kramer, Helen Uhan
Chairperson Moths called the meeting to order at 8:15am

APPROVAL OF MINUTES: May 05, 2005

Motion: by Gary Gray to approve minutes

Second by Kelly Parbs

Approved: unanimously

POLICY AND PROCEDURE

Motion by Gary Gray that we recommend to the Common Council to approve the Policy & Procedures as drafted by Human Resources and approved May 1, 2005 by Mayor Chiovataro. Also recommend that the city incorporate into the written policy dated May 1, 2005 the 7 Steps for Just Cause, a document underwritten by the Cities and Villages Mutual Insurance Company.

Second: by Kelly Parbs

Approved unanimously

NEXT MEETING DATE: To Be Announced

ADJOURN

Motion by Gary Gray

Second by Kelly Parbs

Approved Unanimously

Meeting Adjourned 8:30am

Transcribed from audio and submitted by Helen Uhan
Secretary, Civil Service Commission