

Minutes

CIVIL SERVICE COMMISSION

April 17, 2003

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

PRESENT: Commissioners Bernard Kramer, Virginia Moths, and Mark Jorgensen

EXCUSED: Commissioners Ronald Pezze and Susan Robison-Matheson

ALSO PRESENT: Employee Representative Patt Kure, Director of Human Resources Tami Potkay and City Clerk Marilyn Gauger.

Chairman Kramer called the meeting to order at 5:10 p.m.

AGENDA ITEMS - POINTS OF DISCUSSION

This item was addressed by City Clerk Marilyn Gauger under parliamentary procedure.

DISCUSSION OF PARLIAMENTARY PROCEDURE

City Clerk Marilyn Gauger led discussion on proper meeting form and parliamentary procedure. She distributed supporting materials: Parliamentary Procedures at a Glance and Handout prepared for the CSC on parliamentary procedures.

GENERAL DISCUSSION OF NEW POSITIONS, CHANGES, ETC.

Director of Human Resources Potkay reported that the City is recruiting for a Civil Engineer.

REVIEW AND DISCUSSION OF CHAPTER 11 FOR POSSIBLE ADDITIONS, REVISIONS, ETC.

Motion by Comm. Virginia Moths that the CSC recommends securing an external source to counsel/consult on the revisions to Chapter 11. Seconded by Comm. Mark Jorgensen and carried unanimously.

SCHEDULING UPCOMING MEETING DATES/TIMES

Motion by Comm. Kramer to approve that future CSC meeting dates be the first and third Thursdays of the month at 5:00 p.m. Seconded by Comm. Mark Jorgensen and carried unanimously.

NEXT MEETING: May 1, 2003 at 5:00 p.m.

Motion by Comm. Moths to adjourn at 6:34 p.m. Seconded Comm. Kramer and carried unanimously.

Submitted by,

Mark Jorgensen
Civil Service Commission