



**CIVIL SERVICE COMMISSION
SPECIAL MEETING
APRIL 11, 2017
MINUTES**

1. CALL TO ORDER/ROLL CALL

The Civil Service Commission Regular Meeting was called to order in the Council Conference Room at City Hall at 3:02 pm by Chair Daniel Reisfeld. A quorum was present consisting of Commissioners Richard Daniels, Julie Hersum, and Trennon Bird.

2. CONFLICT OF INTEREST DISCLOSURE

Each Commissioner reported that no new conflicts of interest had arisen since the last meeting; some commissioners shared important inter-meeting communications.

3. PUBLIC COMMENT

No public comment was given.

4. NEW BUSINESS

- a. Review March 7, 2017 Minutes

MOTION: *I move that we approve the March 7, 2017 minutes*

BIRD/DANIELS: The motion passed unanimously

- b. Certify Scores from Entry and Lateral Oral Boards

MOTION: *I move that we certify the entry and lateral oral board scores*

BIRD/HERSUM: The motion passed unanimously

- c. Establish policy for use of Skype for Oral Boards

MOTION: *I move that we end a current practice of permitting interviews to be taken using Skype technology and that in the interest of ensuring equity of treatment between all applicants and security of testing materials that all interviews be done in an in-person panel format.*

DANIELS/BIRD: The motion passed unanimously

5. DISCUSSION

- a. Discuss Commission Training Manual

Item was discussed and Commissioners provided feedback.

- b. Commission Rules Review: What is the scope of the Commissions ability to adopt and amend its rules procedures?

Item was discussed with legal counsel.

~~6. REPORT BY CHIEF OF POLICE~~



7. ADJOURNEMENT

The commission adjourned at 4:45 pm.

A handwritten signature in black ink that reads 'Daniel Reisfeld'.

Daniel Reisfeld, Chair

A stylized handwritten signature in black ink, consisting of a large loop followed by a horizontal line.

Amber Richards, Secretary/Chief Examiner