



**Civil Service Commission
Regular Meeting – Minutes
August 2, 2016**

The Marion Civil Service Commission met on Tuesday, August 2, 2016 at 8:00 a.m. in Room 143 at City Hall. Commission members present were Hagen, Mettler, and Rehn. Also present Police Lt. Lance Miller and Human Resources Generalist Jennifer Ketelsen.

Motion by Mettler, second by Rehn to approve the minutes of the July 5, 2016 meeting. All in favor, motion carried.

The commissioners discussed the progress of the Police Chief recruitment and selection process. The job description has not been updated. There were 22 applications. Moulder and Associates is in the process of summarizing the merits of the candidates. Moulder will present their information, the candidate resumes, and essay responses to the Civil Service Commission for certification by August 26, 2016. A special meeting may need to be held to review this material on August 30. The list should be certified at the September 6, 2016 meeting.

Motion by Rehn, second by Mettler to include the two internal candidates in the narrowed list of the Police Chief candidates to be provided by Moulder and Associates. All in favor, motion carried.

With there being no further business, Hagen made a motion to adjourn at 8:20 a.m., seconded by Mettler. All in favor, motion carried.