



**Civil Service Commission
Regular Meeting – Minutes
August 1, 2017**

The Marion Civil Service Commission met on Tuesday, August 1, 2017 at 8:01 a.m. in Room 143 at City Hall. Commission members present were Rehn and Hagen. Absent: Mettler. Also present: IT Manager Terrell Hunter, IT Network Engineer Dan Nichols, and Police Administrative Manager Shellene Gray.

IT Manager Terrell Hunter introduced newly hired IT Network Engineer Dan Nichols to the Commissioners.

Motion by Rehn, second by Hagen to approve the minutes of the July 11 and July 15, 2017 meetings. All in favor, motion carried.

Motion by Rehn, second by Hagen to receive and file the following memos from Administrative Manager Shellene Gray:

- a. Memo dated July 11, 2017 regarding the need to test for Communications Operator and proposing a testing schedule.
- b. Memo dated July 17, 2017 announcing the resignation of Communications Operator Naomi Dopp (last day August 2nd) and Stacey Carter (last day July 12th).
- c. Memo dated July 24, 2017 regarding the testing process for the newly created Police Confidential Data Analyst

All in favor, motion carried.

Shellene informed the commissioners there is a need to test for three positions for the Police Department: Communications Operator (August 26), Police Officer (proposed October 14), and Data Analyst (proposed October 17). The Police Department requests that at least one Commissioner be present at each of the three tests.



Chief Krebill was not available to give an update on upcoming promotional testing for the Fire Department.

With there being no further business, Rehn made a motion to adjourn at 8:10 a.m., seconded by Hagen. All in favor, motion carried.

Lianne Cairy, Civil Service Commission Clerk