

The Civil Service Commission held its regular meeting at 6:00 p.m. on March 11, 2021, by Telephone Conference, due to Covid-19.

Members present:

Chairman, Rick Thurow
Ms. Artis Boykin
Ms. Lillian Williams
Mr. Bob Fleckenstine
Ms. Anita Cameron

Others present:

Amber McDonnell, Recording Secretary
Betty Anderson, Human Resources Director

I. Call To Order Regular Meeting: The regular meeting was called to order at 6:00 p.m. by Chairman Thurow.

II. Roll Call: Members present answered to their name – Artis Boykin, Anita Cameron, Bob Fleckenstine, Lillian Williams and Chairman, Rick Thurow. Members absent: Mike Moore and Mike Ross.

III. Approve Regular Minutes: A motion was made by Ms. Boykin, seconded by Ms. Cameron, and passed unanimously to approve the minutes of the regular meeting held February 11, 2021.

IV. Correspondence: A motion was made by Ms. Cameron, seconded by Ms. Boykin, and passed unanimously to accept and file the correspondence.

A. Electric Department:

Memo dated 12/28/2020 to Director Springer from Human Resources Director containing selection reports and recommendation to fill the vacancy Material Handler. Concurrence dated 12/28/2020. Letter of voluntary demotion effective (12/28/2020) sent to Todd Stripling.

B. Emergency Services Department:

Letter of resignation effective (02/19/21) received from Public Safety Dispatcher II, Shatoria Woods.

Letter of resignation effective (02/26/21) received from Public Safety Dispatcher II, Kareem Smith.

C. Parks and Recreation Department:

Memo dated 01/25/2021 to Director Shields from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 01/28/2021. Letter of hire effective (02/08/2021) sent to James Lawrence and Letter of hire effective (02/16/2021) sent to Kenneth Harris.

Letter of resignation effective (02/12/2021) received from Parks Maintenance Crew Leader, Charles Stanford.

D. Police Department:

Memo dated 02/03/2021 to Chief Roulston from Human Resources Director containing selection reports and recommendation to fill the vacancy Payroll Accounting Clerk. Concurrence dated 02/03/2021. Letter of promotion effective (02/06/2021) sent to Robyn Craven.

Letter of retirement effective (04/01/2021) received from Sergeant, Dirk Barriere.

Memo dated 02/25/2021 from Police Chief Roulston that Lieutenant Kim Francisco has been promoted to Captain in the Patrol Division effective (03/04/2021).

Memo dated 02/25/2021 from Police Chief Roulston that Sergeant Amy Cooper has been promoted to Lieutenant in the Patrol Division effective (03/04/2021).

Memo dated 02/25/2021 from Police Chief Roulston that Sergeant Todd Gravett has been promoted to Lieutenant in the Patrol Division effective (03/04/2021).

Memo dated 02/25/2021 from Police Chief Roulston that Officer Bill Elizandro has been promoted to Sergeant in the Patrol Division effective (03/04/2021).

Memo dated 02/25/2021 from Police Chief Roulston that Officer Chris Gann has been promoted to Sergeant in the Patrol Division effective (03/04/2021).

Memo dated 02/25/2021 from Police Chief Roulston that Officer Matthew Thomas has been promoted to Sergeant in the Patrol Division effective (03/04/2021).

E. **Officer of the Month:** C. Edwards, **Recognition:** M. Cooke and J. Thomason.

V. Old Business: None.

VI. New Business:

A. A motion was made by Mr. Fleckenstine, seconded by Ms. Boykin, and passed unanimously to certify the eligibility list for ELPO #20075.

B. A motion was made by Mr. Fleckenstine, seconded by Ms. Cameron, and passed unanimously to certify the 2021 NLR Police Department Examination for Promotion to Sergeant.

C. A motion was made by Mr. Fleckenstine, seconded by Ms. Williams, and passed unanimously to excuse the absences of Ms. Cameron and Mr. Moore.

VII. Public Comment: None.

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VIII. Adjourn: A motion was made by Mr. Fleckenstine, seconded by Ms. Boykin, and passed unanimously to adjourn the regular meeting at 6:08 p.m. until the next scheduled meeting to be held on Thursday, April 8, 2021, at 6:00 p.m.

Rick Thurow, Chairman

Amber McDonnell, Recording Secretary