

**MINUTES OF THE AMES CIVIL SERVICE COMMISSION**

**AMES, IOWA**

**APRIL 27, 2017**

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on April 27, 2017, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Mike Crum, Harold Pike, and Charlie Ricketts were brought into the meeting telephonically. Assistant City Manager Bob Kindred attended the meeting.

**ELECTION OF OFFICERS:** Moved by Pike, seconded by Ricketts, to elect Mike Crum as chair of the Civil Service Commission.

Vote on Motion: 3-0. Motion declared carried unanimously.

Moved by Crum, seconded by Ricketts, to elect Harold Pike as vice chair of the Civil Service Commission.

Vote on Motion: 3-0. Motion declared carried unanimously.

**APPROVAL OF MINUTES:** Moved by Ricketts, seconded by Pike, to approve the minutes of the March 23, 2017, Civil Service Commission meeting as written.

Vote on Motion: 3-0. Motion declared carried unanimously.

**CERTIFICATION OF ENTRY-LEVEL APPLICANTS:** Moved by Crum, seconded by Pike, to certify the following individuals to the Ames City Council as entry-level applicants:

Network Administrator:	Erik Strabala	82
	William Ledvina	75

Vote on Motion: 3-0. Motion declared carried unanimously.

**REQUEST TO ABOLISH PRINCIPAL CLERK ENTRY-LEVEL CERTIFIED LIST:** Moved by Pike, seconded by Crum, granting the request to abolish the Principal Clerk entry-level certified list

Vote on Motion: 3-0. Motion declared carried unanimously.

**COMMENTS:** Assistant City Manager Bob Kindred advised the Commission that an applicant who applied for both Human Resources Officer I and II positions may contest that he did not advance in the process for either position. The City’s announcements indicated that preference may be given to applicants possessing at least one of five certifications, and this applicant had none of them. The applicant believed that the City of Ames has been following civil service processes incorrectly. Mr. Kindred reported that staff has surveyed many of the larger cities around the state, and there is a lot of variety as to how their civil service policies are implemented. He advised that he has involved the City Attorney to ascertain what, if any, recourse this applicant may have involving an appeal to the Civil Service Commission.

The next regularly scheduled Civil Service Commission meeting was set for May 25, 2017, at 8:15 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:25 a.m.

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Michael R. Crum, Chair

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Jill Ripperger, Recording Secretary