

**MINUTES OF THE REGULAR MEETING OF THE
AMES CIVIL SERVICE COMMISSION**

AMES, IOWA

MAY 27, 2021

The Regular Meeting of the Ames Civil Service Commission was called to order by Chairperson Mike Crum at 8:19 a.m. on May 27, 2021. As it was impractical for the Commission members to attend in person, Commission Chairperson Mike Crum and Commission Members Harold Pike and Kim Linduska were brought in telephonically.

APPROVAL OF MINUTES OF APRIL 22, 2021: Moved by Pike, seconded by Linduska, to approve the Minutes of the April 22, 2021, Regular Civil Service Commission meeting.

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

CERTIFICATION OF ENTRY-LEVEL APPLICANTS: Moved by Crum, seconded by Linduska, to certify the following individuals to the Ames City Council as Entry-Level Applicants:

<u>Transit Maintenance Coordinator</u>	Clint Hertz	91*
	Frank Merchant	82
<u>Police Officer</u>	Amanda Van Cannon	93*
	John Barney	92
	Tremaine Sideeq	89
	Wyatt Johnson	85*
	Alex Grafft	80*
	Rex Shoemaker	80
	Montell Marion	77
	Matthew Butcher	73
	Matthew English	72
<u>Client Support Coordinator</u>	Luke Gibbs	72
	Jayden Irvin	72
<u>Client Support Coordinator</u>	Bret Larwick	79
	Michael Holthaus	78
<u>WPC Plant Operator</u>	Timothy Arends	77
	Noel Steckelberg	77
<u>Power Plant Custodian (Sublist)</u>	Rick Lowe	80
	Parvez Faisal	78
	Eric Huff	75
	Jarrett Olsen	70

*Includes Preference Points

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

REQUEST TO REMOVE NAMES FROM WPC TREATMENT PLANT WORKER LIST:

Human Resources Director Bethany Jorgenson informed the Commission members that the request to exhaust a Certified List is following the WPC Treatment Plant Worker List being certified on August 27, 2020, with four candidates. One candidate from the original list has accepted an offer with the City of Ames, leaving three viable candidates remaining on the list. Ms. Jorgenson cited Section 4.2 of the *Civil Service Commission Policies*, which states that “when the list has diminished to three

or fewer candidates, the Civil Service Commission may declare the list exhausted.” She stated that if the Commission takes that action, a new open recruitment process for the unfilled vacancy may begin. Commission Member Pike asked if all the applicants on the List had been brought in for an interview. Director Jorgenson advised that the interview was the test, so if they made the Certified List, they had been interviewed. Also, at the inquiry of Mr. Pike, Director Jorgenson replied that those remaining on the List will be added to the new List. She noted that creating a new Certified List after a new open recruitment process is complete will allow the Department Director more options to choose from.

Moved by Crum, seconded by Linduska, to approve the removal of the names of the three remaining candidates from the Certified Civil Service List for WPC Treatment Plant Worker.

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

COMMENTS: The next Regular Meeting of the Ames Civil Service Commission is scheduled for June 24, 2021, at 8:15 a.m. Commission Member Pike commented that he would like to meet in person, instead of telephonically. The Commission Members will be contacted prior to the next meeting Agenda being prepared to see if their schedules will allow an in-person meeting.

ADJOURNMENT: The meeting adjourned at 8:29 a.m.

Michael R. Crum, Chairperson

Diane R. Voss, City Clerk