

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

AMES, IOWA

SEPTEMBER 23, 2021

The Regular Meeting of the Ames Civil Service Commission was called to order by Chairperson Mike Crum at 8:15 a.m. on September 23, 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. Also participating telephonically was Human Resources Director Bethany Jorgenson.

APPROVAL OF MINUTES OF AUGUST 26, 2021: Moved by Pike, seconded by Linduska, to approve the Minutes of the August 26, 2021, Special Civil Service Commission meeting.
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:

<u>Apprentice Electric Lineworker</u>	Jesse Black	77
	Josh Duggan	76
	Tanner Henniges	74
<u>Client Support Specialist II</u>	Tyler Delaney	82
<u>Environmental Instrument & Control Tech</u>	Jared Miller	79
<u>Police Officer</u>	Pranav Ravivenkatesh	89
	Aricanna Junghans	87*
	Adam Kreiner	86*
	Chris Hector Rodriguez-Colin	86
	Gavin Smith	86
	Carter Davis	84
	Scott Hengesteg	78
Daniel Eisenstein	77	
<u>Procurement Specialist II</u>	Amanda Moore	81

*Includes Preference Points

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

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

<u>Lead Mechanic (CyRide)</u>	Brian Stalzer	84
	John Jackson	75
	Quentin Toresdahl	75
<u>Police Sergeant</u>	Ryan Hauge	88
	Lane Thayer	88
	Chad Lovig	83
	Andrej Klaric	82
	Mitchell Koepping	80
	Dilok Phanchantraurai	78
	John Barney	77
	Tyler Fischer	77
Vincent Junior	76	

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

Chairperson Crum noted that, on the Agenda for this meeting, there were four requests from the Human Resources Department to remove names from Certified Lists. He commented that the information provided to the Commission was thorough and they would not need to discuss each one individually unless any of the

Commission members had questions. The Commission members were asked if they had any questions of Director Jorgenson. Commission Member Pike, noting that the Civil Service Commission is seeing more and more of these requests, asked about the process. Ms. Jorgenson answered that the Human Resources Department has started being more consistent with the correct procedure by bringing the request to the Commission to officially approve removing names and exhausting the List. In the past, when the criteria for removal of names from a Certified List (Section 4.2 of the *Civil Service Commission Policies and Procedures*) were met, Human Resources staff removed the names, exhausted the List, and began new recruitments without asking the Commission to take official action. Therefore, the Civil Service Commission will start seeing more Requests to remove names from Certified Lists. Director Jorgenson shared that she is seeing a trend, especially in Public Works and Electric, where, due to the process, candidates have already accepted other jobs by the time an offer is made by the City.

REQUEST TO REMOVE NAME FROM ENVIRONMENTAL INSTRUMENT & CONTROL TECHNICIAN CERTIFIED LIST: Moved by Crum, seconded by Pike, to approve the request to remove name from the Environmental Instrument & Control Technician Certified List.

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

REQUEST TO REMOVE NAMES FROM PROCESS MAINTENANCE WORKER CERTIFIED LIST: Moved by Linduska, seconded by Crum, to approve the request to remove names from the Process Maintenance Worker Certified List.

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

REQUEST TO REMOVE NAME FROM POLICE OFFICER CERTIFIED LIST: Moved by Pike, seconded by Crum, to approve the request to remove name from the Police Officer Certified List.

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

REQUEST TO REMOVE NAME FROM PUBLIC SAFETY DISPATCHER CERTIFIED LIST: Moved by Crum, seconded by Linduska, to approve the request to remove name from Public Safety Dispatcher Certified List.

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

REQUEST TO CANCEL REGULAR MEETING DATES AND SET NEW REGULAR MEETING DATES FOR NOVEMBER AND DECEMBER 2021: Moved by Crum, seconded by Pike, to cancel November 25, 2021, and December 23, 2021, Regular Meeting dates and set November 18, 2021, and December 16, 2021 as Regular Meeting dates.

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

COMMENTS: The next Regular Meeting of the Ames Civil Service Commission is scheduled for October 28, 2021, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:22 a.m.

Michael R. Crum, Chairperson

Diane R. Voss, City Clerk