

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

AMES, IOWA

AUGUST 24, 2023

The Regular Meeting of the Ames Civil Service Commission met in regular session in the Council Chambers of City Hall, 515 Clark Avenue, with Commission Members Harold Pike, Mike Crum, and Kim Linduska present. Chairperson Kim Linduska called the meeting to order at 8:15 AM on AUGUST 24, 2023. Also in attendance was Director of Human Resources, Bethany Ballou, Assistant City Manager, Brian Phillips, and Commission Clerk, Vicki Hillock.

APPROVAL OF MINUTES OF July 20, 2023: Moved by Pike, seconded by Crum, to approve the Minutes of the July 20, 2023, Regular 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>Community Codes Liaison</u>	Sheryl Reynolds	81
	Jay Vannice-Adams	79
<u>Electric Lineworker</u>	Chad Knapp	86*
	Jay Schoen	86*

*includes preference points

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

REQUEST TO REMOVE NAME FROM PUBLIC SAFETY DISPATCHER LIST: Moved by Linduska, seconded by Crum to remove name from Public Safety Dispatcher entry-level certified list.

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

REQUEST TO REMOVE NAME AND EXHAUST POLICE RECORDS CLERK LIST: Moved by Pike, seconded by Crum to remove name and exhaust Police Records Clerk entry-level certified list.

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

REQUEST TO REMOVE NAME AND EXHAUST MAINTENANCE WORKER – PARKS & RECREATION SUB-LIST: Moved by Crum, seconded by Pike to remove name and exhaust Maintenance Worker – Parks & Recreation entry-level certified sub-list.

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

PRESENTATION OF TRAINING/INFORMATIONAL REFRESHER SESSION ON CIVIL SERVICE: Human Resources Director, Bethany Ballou and Assistant City Manager, Brian Phillips gave a Slide Presentation of Civil Service, what is the purpose of Civil Service, why the City uses Civil Service, Civil Service processes for hiring, removal of names from a certified list, exhausting a certified list, the process of appeals and hearings, and updates to the Civil Service Handbook.

COMMENTS: The next Regular Meeting will be held in-person on Thursday, September 28, 2023, at 8:15am.

ADJOURNMENT: The meeting adjourned at 9:24 AM.

Kim Linduska, Chairperson

Vicki Hillock, Commission Clerk