

CIVIL SERVICE COMMISSION  
MEETING MINUTES  
SEPTEMBER 12, 2023  
2:30 P.M.  
Via Videoconference (ZOOM)

**Roll Call:**

The meeting was called to order by Acting Chair Rick Rogers; also present were Commissioner John Neumuller, Chief Examiner Nelly Espinal, Director of Human Resources Ginny Werner, Police Chief Patrick Ridenhour, Deputy Police Chief Michael Sturdevant, HR Generalist Christina Norman, and HR Assistant Aleyda Martinez.

**Minutes: Meetings August 23<sup>rd</sup>, 2023 and Special Meeting August 28<sup>th</sup>, 2023.**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to table the acceptance of the minutes to the next Civil Service meeting, as Commissioner Neumuller had not had the opportunity to review them. Motion carried unanimously.*

**Personnel Status:**

**New Hires:**

Police Officer - Luz Ventura- Mena  
Clerk Typist II – Kimberly Anderson  
Payroll Supervisor – Socorro Lux

**Promotions:**

Tax Coordinator- Shawn Dvaz

**New Business:**

**Qualification of Applications: Police Lieutenant**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to accept all the applicants for the position of Police Lieutenant. Motion carried unanimously.*

**Certification of Certified Police Officer Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to certify the Certified Police Officer Eligibility list with an expiration date of September 12<sup>th</sup>, 2024. Motion carried unanimously.*

**Qualification of Applications: Assistant Director of Finance-Operations**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to accept the following applications: 7148731, 25991986, 50335084, 52915929, and 2658195 and to reject all other applicants as follows: 54956354, 54447941, 54965692, 54871241, 54837871, 47787540, 54986442, 54964635, 54906174, 55088947, 54950964, 55068957 and 54136937 Motion carried unanimously.*

### **Qualification of Applications: Engineer I**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to reject all applicants, as they don't meet the requirements of the position. Applicants are as follows: 54628889 and 54992720. Motion carried unanimously.*

### **Qualification of Applications: Staff Engineer**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to accept all the applicants: 54971078, 54628889, 54803662, 26074079, and 55040060 for the position of Staff Engineer. Motion carried unanimously.*

### **Qualification of Applications: Librarian II**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to accept the one applicant as the applicant meets the requirements of the position and the department head interview be in lieu of testing. Motion carried unanimously.*

### **Certification of Elderly Services Program Coordinator Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to certify the Elderly Services Program Coordinator Eligibility list with an expiration date of September 12<sup>th</sup>, 2024. Motion carried unanimously.*

### **Certification of Fleet Vehicle Mechanic Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to certify the Fleet Vehicle Mechanic Eligibility list with an expiration date of September 12<sup>th</sup>, 2024. Motion carried unanimously.*

### **Certification of Sanitarian Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to certify the Sanitarian Eligibility list with an expiration date of September 12<sup>th</sup>, 2024. Motion carried unanimously.*

### **Candidate Request removal- Firefighter Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to remove candidate #38932857 Sean Spencer, from the Firefighter eligibility list as the applicant has requested to be removed from the eligibility list. Motion carried unanimously.*

### **Candidate Request removal- Tree Worker/Climber Eligibility List**

*Motion made by Commissioner Neumuller, seconded by Acting Chair Rogers to remove candidate #54261672 Terrance Sweeney, from the Tree Worker/Climber eligibility list as the applicant has requested to be removed from the eligibility list. Motion carried unanimously.*

### **Adjourn**

*Motion made by Acting Chair Rogers, seconded by Commissioner Neumuller to adjourn.*