

**FIRCREST CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES**

**February 4, 2013
4:00 PM**

**FIRCREST CITY HALL
COUNCIL CHAMBERS**

CALL TO ORDER The regular meeting of the Fircrest Civil Service Commission was called to order at 4:00 p.m. by **CHAIRMAN JASON MEDLEY** who **presided**. **COMMISSIONER KOERGER** was **present** and **JOE M. HARRISON** was **excused**. Also present was Chief Examiner/Secretary Keely.

MINUTES **MOVED BY MEDLEY, SECONDED BY KOERGER, THE COMMISSION APPROVE THE MINUTES AS PUBLISHED OF THE JANUARY 7, 2013 REGULAR MEETING. CHAIRMAN MEDLEY AND COMMISSIONER KOERGER VOTED AYE. COMMISSIONER HARRISON WAS EXCUSED. MOTION CARRIED.**

UNFINISHED BUSINESS Certification of Eligibility List

Keely reported the oral board for Lateral Police Officer was held on January 29, 2013. She stated that seven candidates were interviewed. Keely noted that three candidates passed and four failed the oral board. She indicated that three candidates withdrew from consideration prior to the oral board. Keely indicated that the eligibility list before the Commission for approval would allow the City to proceed with a hiring process should a vacancy occur.

In response to Koerger, Keely indicated that pursuant to the job announcement, only those applicants qualified for examination are notified as to time and place of the oral interview.

MOVED BY MEDLEY, SECONDED BY KOERGER, THAT THE ELIGIBILITY LIST FOR POLICE OFFICER LATERAL ENTRY BE CERTIFIED AS PRESENTED. CHAIRMAN MEDLEY AND COMMISSIONER KOERGER VOTED AYE. COMMISSIONER HARRISON WAS EXCUSED. MOTION CARRIED.

NEW BUSINESS None.

CORRESPONDENCE None.

COMMITTEE REPORTS None.

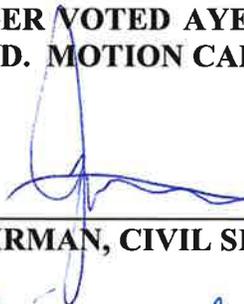
PAYROLL CERTIFICATION **MOVED BY MEDLEY, SECONDED BY KOERGER, THE COMMISSION APPROVE THE PAYROLL CERTIFICATION AS SUBMITTED FOR THE MONTH OF FEBRUARY 2013. CHAIRMAN MEDLEY AND COMMISSIONER KOERGER VOTED AYE AND**

COMMISSIONER HARRISON WAS EXCUSED. MOTION CARRIED.

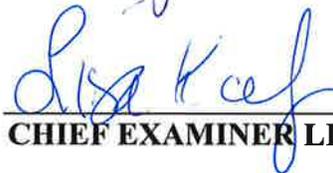
Chief Cheesman stated there were three good candidates on the certified eligibility list. He indicated that upon completion of all of the required testing, the candidate with the best fit for Fircrest would be selected. Cheesman noted all candidates filled out the 20-page personal history statement, which was the first step required to begin the background check. He stated a criminal check, a credit check, and social media checks would be performed. In addition, they would be performing work history and reference checks, a fitness test and drug screening, followed by a polygraph and psychological test. Cheesman concluded by voicing his appreciation to the oral board.

ADJOURNMENT

MOVED BY MEDLEY, SECONDED BY KOERGER, TO ADJOURN THE MEETING AT 4:02 PM. CHAIRMAN MEDLEY AND COMMISSIONER KOERGER VOTED AYE AND COMMISSIONER HARRISON WAS EXCUSED. MOTION CARRIED.



CHAIRMAN, CIVIL SERVICE COMMISSION



CHIEF EXAMINER LISA KEELY