

**FIRCREST CIVIL SERVICE COMMISSION
REGULAR MEETING MINUTES**

**APRIL 4, 2016
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 PM by **CHAIRMAN DOMINIQUE JINHONG** who presided. Also present were **COMMISSIONERS ALEX KOERGER and JOE HARRISON** and Chief Examiner Lisa Keely.

MINUTES

MOVED BY KOERGER, SECONDED BY HARRISON, TO APPROVE THE MINUTES AS PUBLISHED OF THE FEBRUARY 1, 2016 REGULAR MEETING. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

Keely indicated that she had a discussion with Chief John Cheesman regarding his desire to establish an eligibility list for a police officer lateral. She noted that a timeline to establish the list was prepared and provided for discussion purposes at today's meeting. Keely stated that Cheesman might wish to address the Commission about the process and turned the meeting over to him.

Cheesman stated he felt it was time to look again at lateral applications as the current eligibility list has expired. He indicated that it would be helpful to have an established list prior to any vacancies that might occur.

Keely noted that she and Cheesman spent some time discussing dates for advertising the position and indicated that the timeline shows an opening date of April 10, 2016 with a closing date and time of 5:00 p.m. on June 13, 2016. Keely stated that the oral board is identified as being assembled on June 30, 2016. Keely concluded by noting that an eligibility list would be brought forward to the Commission at the July 5, 2016 regular meeting.

Responding to Koerger's inquiry about the cost to establish an eligibility list when there isn't an opening or an actual need at this time, Keely stated the costs associated would be approximately \$900/\$1,000 for advertising and costs associated with lunch for the oral board.

City Manager Rosenbladt further indicated that an established eligibility list can be extended for an additional year, so basically a list established this summer could be active for two years. Rosenbladt noted it is good to be proactive and establishing the list takes time. He concluded by stating it is good to be careful of taxpayer dollars but it is a good idea to have a list when the need arrives.

Responding to Jinhong’s inquiry about any upcoming departures, Cheesman stated there will be some retirements in the near future, as there are a lot of officers that are eligible and approaching retirement. He indicated that 53 is the age in law enforcement to be eligible for retirement. Cheesman described the reasons that hiring a lateral police officer vs. entry level is beneficial to the department.

MOTION

MOVED BY HARRISON, SECONDED BY KOERGER, THAT THE COMMISSION RATIFIES THE FILING PERIOD OF APRIL 10, 2016 TO JUNE 13, 2016 FOR THE ESTABLISHMENT OF AN ELIGIBILITY LIST FOR POLICE OFFICER LATERAL POSITION. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

CORRESPONDENCE

None.

COMMITTEE REPORTS

None.

**PAYROLL
CERTIFICATION**

MOVED BY KOERGER, SECONDED BY HARRISON, TO APPROVE THE PAYROLL CERTIFICATION AS SUBMITTED FOR THE MONTHS OF MARCH AND APRIL 2016. UPON VOTE, MOTION CARRIED UNANIMOUSLY.

Cheesman briefly highlighted some activities in the police department and noted that nine potential applicants are scheduled to be interviewed this week for the vacant Community Service Officer/Police Records Technician 1 position.

Rosenblatt commented on social media postings regarding recent criminal activity.

ADJOURNMENT

MOVED BY HARRISON, SECONDED BY KOERGER, TO ADJOURN THE MEETING AT 4:02 PM. UPON VOTE, MOTION CARRIED UNANIMOUSLY.



CHAIRMAN, CIVIL SERVICE COMMISSION



CHIEF EXAMINER LISA KEELY