

MAUMELLE CIVIL SERVICE COMMISSION MINUTES

DATE: April 14, 2014

COMMISSIONERS PRESENT: John Chapman, Chairman
Billy Herrington, Secretary
Harvey Durham, Commissioner
Michael Ortega, Commissioner
Beau Pederson, Commissioner

OTHERS PRESENT: Police Chief Williams, Fire Chief Payne, HR Director James, City Attorney Davis, Mayor Watson, Fire Department representatives

Chairman Chapman opened the meeting at 6:00 PM. Copies of March meeting minutes were provided to Commissioners. Commissioner Durham moved to accept the minutes as written, seconded by Secretary Herrington. Motion passed 5 – 0. Chairman Chapman noted that next year's promotional testing dates were in the just accepted minutes.

PUBLIC COMMENTS: None

OLD BUSINESS:

HR Director James asked that the idea of veteran's preferences for entry level hiring be tabled. The Commission supported that idea by a 5 – 0 vote.

HR Director James spoke on action steps to improve the promotional and entry level testing notification process. An attached memo concerning this issue is a part of these minutes. The Commission agreed that any concerns had been answered.

HR Director James spoke on improvements in test scoring calculations and validation. He apologized for errors. An attached memo concerning this issue is a part of these minutes. HR Director James added that once the spreadsheet scoring for each applicant is forwarded to the Commissioner's, they will have three days to examine and respond to HR with any concerns. Also, the Commission weighting of various forms of testing for each Fire and Police Department position is included as an attachment to these minutes.

HR Director James spoke on possible changes in promotion testing questions to provide more local and state based questions. He has four companies looking at customized tests that include questions involving state and local laws. Chairman Chapman stated that this would make the tests more relevant and Commissioner Pederson asked of this would mean that the same set of questions would be asked each year. HR Director James said that he anticipated 300 – 400 questions would be developed, from which 100 would be randomly selected each year. The Commission agreed to consider this option after Director James completes his research.

There was a discussion of weighing seniority in the promotional testing process. Commissioner Ortega passed out an example of this from Little Rock regulations for Fire Apparatus Engineer, Fire Captain and Battalion Chief. After much discussion, during which (in order) Fire Chief Payne (who said he was speaking from his personal perspective), Mayor Watson and Police Chief Williams (who said he was speaking from the perspective of opinions within his department), objected to this idea with various examples – and Fire Department representatives said they had not as a group formed a formal opinion, Chairman Chapman moved to direct City Attorney Davis to look into preparing a rule change to use seniority as a tie breaker in promotional scoring, seconded by Commissioner Ortega. That motion failed by a 3 – 2 vote, with Chairman Chapman and Commissioner Ortega voting yes and Secretary Herrington, Commissioner Durham and Commissioner Pederson voting no.

Concerning using education as a tie breaking factor in the promotion testing scoring process, Secretary Herrington moved that the Commission table the idea until the next meeting, with Commissioner Durham providing a second. Motion passed 5 – 0.

HR Director James noted that ties in promotional testing are quite rare, but the same could not be said for entry level testing. A discussion ensued that led to the Commission asking City Attorney Davis to look into the issue under state law as to whether the Commission can submit more than three names to the Chiefs for hiring consideration in the event of tie situations. There was also discussion of using a lottery as a tie breaker. These issues will be addressed at the next meeting.

With no further business, at 6:55 PM Secretary Herrington moved to adjourn the meeting, seconded by Commissioner Ortega. Motion passed 5 – 0.

The next meeting of the Commission is at 6:00 PM, Monday, May 12, 2014.

