

MAUMELLE CIVIL SERVICE COMMISSION MINUTES

DATE: August 11, 2014

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

OTHERS PRESENT: Mayor Watson, City Attorney Davis, Fire Chief Payne, Police Chief Williams, HR Director James, Fire Captain Michael Cossey

Chairman Chapman opened the meeting at 6:00 PM. Chairman Chapman thanked former Commissioner Marion Scott for her service to the Commission. She has to resign the Commission to run for public office. She spoke and said that this was not her intent when she joined the Commission a short time ago but had recently had a major event in her life that had caused her to reevaluate her priorities.

Chairman Chapman reminded that the political season is upon us and that there are detailed Commission rules on political activity.

Commissioners were provided with the May Commission minutes (which contained a small change regarding a typo concerning the adjournment time). Secretary Herrington moved to approve the corrected minutes, seconded by Commissioner Durham. Motion passed unanimously. Commissioners were provided with the June minutes. Commissioner Pederson moved to approve the minutes as written, seconded by Commissioner Durham. Motion passed unanimously. There was no Commission meeting in July.

Old Business: None

New Business:

HR requested that the Commission approve a change in the company providing Fire Captain and Fire Engineer written promotional testing to better align the test with recent efforts to provide more customized testing that will incorporate more elements of local operating procedures. HR Director stated that this process had been completed for the Police Department and that HR desired to use the same company that provided that test. Chief Payne had been requested to look at options and this is what he suggested. Chief Payne added that he would eventually like to customize the test for Division Chief. Commissioner Pederson asked if the stated goal of having two copies of the test at each fire station provided enough copies and was assured that it did. Commissioner Pederson moved to approve the change in the testing company and to allow HR to order the materials, seconded by Secretary Herrington. Motion passed unanimously.

Chairman Chapman reminded on promotional testing dates:

Written testing – the week of January 26 as determined by HR

Fire Department Assessment Center – February 2 – February 20

Commission oral interviews for Fire Engineer and Police Sergeant – February 9 at regular Commission meeting

Police Department promotional assessment – due February 20

Commission oral interviews for Fire Captain and Police Lieutenant – February 23

Comments: None

With no further business, Secretary Herrington moved to adjourn, seconded by Commissioner Durham. Motion passed unanimously. Chairman Chapman adjourned meeting at 6:17 PM. The next Civil Service Commission meeting is scheduled for September 8, 2014.