

CIVIL SERVICE COMMISSION MEETING
5:00 p.m., January 22, 2019
Central Fire Station, El Paso Avenue, Russellville

Commissioners:

Phillip Lea, Chairman Present
Toni Bachman Present
Bert Fleck Absent
Jim Horton Present
Jason Ramsey Present
Ray Watkins Absent

City/Department Representatives:

Trey Smith, City Attorney Absent
Jeff Humphrey, Police Chief Present
Kirk Slone, Fire Chief Present
Brent Hamm, Battalion Chief Present
Tanessa Vaughn, Human Resources Present
Shawn Harris, City Council Liaison Present
Carey James, Captain Present

Meeting Minutes

Chairman Phillip Lea called the meeting to order at 5:00 p.m.

The Commission reviewed the minutes of the November meeting. Toni Bachman made a motion that the minutes be approved. Jason Ramsey seconded the motion and the minutes were approved.

Chairman Report

- Phillip Lea requested FOIA handbooks be ordered for the commission. Wilson Short resigned from the commission. The commission needs to go into executive session for hiring purposes. Chairman Lea mentioned that the official lists should be posted at police and fire for public viewing.

Police Department Report

- Chief Humphrey brought it to the Commission's attention that the 4 had been hired from the current list. The Police Department will need to hire in May. Promotional testing for Lieutenant and Captain were discussed. Chief Humphrey will inform employees of the promotional testing now in order to give them 60 days prior to testing. The testing dates will be finalized at a later time.

Fire Department Report

- Battalion Chief Hamm mentioned that two employees had been hired from the entry level list. Battalion Chief McBryde along with a team of employees who will be reviewing the PAT test. Battalion Chief Hamm reminded the Commission that the Fire Department promotional list expired on May 13, 2020.

OLD BUSINESS

Civil Service Commission

- None

Police

- None.

Fire

- None.

NEW BUSINESS

Civil Service Commission

2019 Meeting schedule. All voted in favor of 4th Tuesday of each month.

There was a discussion of the application process. The police department will work with HR to have the list of requirements for the next entry level hiring.

The Commission went into executive session to update the police department roster.

Action Taken: List was updated for the Police Department.

Fire

- None

Police

- None

At 5:50 p.m. Chairman Lea adjourned the meeting.