

CIVIL SERVICE COMMISSION MINUTES

Monday, March 22, 2010

1. Pursuant to due call and notice the Civil Service Commission of the City of Dickinson met at City Hall, Monday, March 22, 2010 at 9:00 AM.

2. ROLL CALL:

Commissioners Present: Ron Lisko, Glen Roshau, Erv Bren and Ray Ann Kilen

Commissioners Absent: Cal Kolling

Also Present: n/a

3. ORDER OF BUSINESS:

No changes made to the order of business.

4. CONSENT AGENDA:

n/a

5. GENERAL ISSUES

- a. Roster Approval – Police Officer

Cianni reported the scoring sheet and final tally sheet had been updated. Cianni reported in the past the scoring was quite heavy for licensing and experience. Cianni pointed out these columns had been backed down and a customer service column had also been added. Cianni stated in the past the law enforcement exam was strictly a pass or fail tool, but with the changes to the final tally sheet, the applicants passing the exam are given points according to their test score. Glen Roshau indicated he liked the changes to the scoring for the Police Officer.

MOTION BY: Erv Bren SECONDED BY: Ron Lisko

To approve the Police Officer roster as presented (Michael Erb, Raymond Kaylor, Andrew Kordonowy, Jed Reile, Brian Updike, Jason Wallace and Jennifer Wyckoff).

DISPOSITION: Motion carried unanimously.

- b. Approval of updated Application for Employment

Cianni reported in reviewing the job application she visited the Century Code referenced in the Veteran's Preference section of the application. Upon reviewing the code Cianni indicated the need to update the City's application to read an applicant must be a United States citizen at the time of application rather than a North Dakota resident.

Glen Roshau stated he would like to add two additional changes to the application. Roshau indicated he would like there to be a "may we contact your current employer" check box for the first employment history section. Roshau stated he would also like "Please use additional page(s) if more space is needed to provide the 15 year history,"

in the Employment History directions. Other Commissioners present agreed with Roshau's changes.

MOTION BY: Ron Lisko SECONDED BY: Erv Bren

To approve the City's Employment application with the presented change along with the discussed changes.

DISPOSITION: Motion carried unanimously.

c. Other

Cianni reported a meeting will be scheduled in the near future. Cianni stated current items for the agenda are minutes, a public hearing relating to the proposed Cell Phone policy and election of a chair/vice chair for the Commission.

The Commission discussed the need for a cell phone policy briefly along with social networking.

The Commission also discussed roster creation and making sure the "good ole boy club" doesn't happen. It was suggested to have the individuals scoring not score if they know or are related to someone on the roster. Through discussion it was decided this was not an issue.

The Commission discussion continued relating to the "good ole boy club" and conflict of interest because of a comments posted on the Dickinson Press website. Cianni reported the interview panel consisted of Chuck Rummel, Shawn Kessel, Bill Brown from the Minot Police Department and Tony Huck from the ND Highway Patrol. The Commission indicated they were comfortable with the decision made as there were two members not from within the City, especially with one being from outside the community. Cianni also stated she had removed herself with the hire to avoid the view of potential conflict of interest.

6. ADJOURNMENT:

MOTION BY: Glen Roshau SECONDED BY: Erv Bren

To adjourn the meeting at 10:10 AM

OFFICIAL MINUTES PREPARED BY:

Kristi Cianni
Assistant to City Administrator