

OLON CIVIL SERVICE COMMISSION
March 20, 2019 – 4:30 p.m.

ROLL CALL

Present: Commission Members Huml and Kennedy, and Secretary Perry
Absent: Commission Member Gross

APPROVAL OF MINUTES

Approval of the minutes of March 6 were tabled to the next meeting.

APPROVAL OF PAYROLL and PAYROLL CHANGE/RATE SHEETS

Motion by Commission Member Huml, second by Commission Member Kennedy to approve the Payroll of February 15, March 1 and March 15 as submitted by the Payroll Department.

Roll Call: Aye: Huml, Kennedy
 Nay: None The Motion Carried

The available Payroll Change/Rate Sheet was approved by the Commission. No other action was taken.

PROGRESS ON UPDATE OF RULES AND REGULATIONS

Commission Member Kennedy shared her conversations with Law Director Lobe, Mark Lucas, President of Clemens, Nelson & Associates and HR Director Stolarsky with regards to the updating the document. The document in its final form will include all their suggestions/recommendations and will be available for review prior to its final passage.

CITY E-MAIL

Commission Member Kennedy shared with the Commission a directive from the Law Director and the Mayor’s Office regarding the importance of the Commission having access to the City Outlook e-mail system. The Secretary is to follow up with the IT Department and the request was made that they provide the Commission with a brief tutorial on its usage, as well.

ADJOURNMENT

There being no further business to conduct, Commission Member Kennedy moved to adjourn the meeting at 4:53 PM. Commission Member Huml seconded the motion.

Roll Call: Aye: Huml, Kennedy
 Nay: None The Motion Carried

Prepared and Submitted by _____
Kim Perry, Secretary