

OLON CIVIL SERVICE COMMISSION
May 1, 2019 – 4:51 p.m.

ROLL CALL

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

APPROVAL OF MINUTES

Motion by Commission Member Gross, second by Commission Member Huml to approve the minutes of April 3 2019 as submitted by the Secretary.

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

Motion by Commission Member Gross, second by Commission Member Kennedy to approve the minutes of April 16, 2019 as submitted by the Secretary.

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

APPROVAL OF PAYROLL and PAYROLL CHANGE/RATE SHEETS

Motion by Commission Member Huml, second by Commission Member Gross to approve the Payroll of April 26 as submitted by the Payroll Department.

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

The available Payroll Change/Rate Sheets were approved by the Commission.

PROGRESS ON UPDATE OF RULES AND REGULATIONS

Commission Member Kennedy noted the final edits will be submitted for review to the Commission at the next meeting.

CORRESPONDENCE

Memo dated April 23, 2019 from Director Bandiera updating the Committee that the date of the physical agility test for the advertised Service Worker II position will be May 11, 2019 at 9:00 a.m.

OLON POLICE PROMOTIONAL EXAM

The Secretary reported the second portion of the exam was being held on Thursday and Friday, May 2nd and 3rd.

DISCUSSION ON LETTER AND PROCEDURES FOR DISQUALIFIED CANDIDATES

Commission Member Kennedy met with HR Director Stolarsky and Chief Viland to design a plan and create a generic letter to send to all the applicants that are removed for cause. The letter will be sent via USPS but should the applicant challenge the removal, they will be able to submit their request via the new e-mail set up for the Commission. Commission Member Gross suggested that the letter be reviewed by the City's Civil Service Counsel prior to issuing the first one.

ADJOURNMENT

There being no further business to conduct, Commission Member Huml moved to adjourn the meeting at 5:30 PM. Commission Member Gross seconded the motion.

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

Prepared and Submitted by _____
Kim Perry, Secretary