

# CITY OF RENO – CIVIL SERVICE COMMISSION

## MINUTES

Thursday – April 22, 2021 – 3:30 PM  
Reno, Nevada

### MEMBERS

Tray Abney, Chairperson  
YeVonne Allen, Vice Chairperson  
Ken Dalton  
Ricardo Duarte  
Jay Kenny  
Nichole Paul

### 1. CALL TO ORDER/ROLL CALL

*Chairperson Abney called the meeting to order at 3:30 PM. A quorum was established.*

**MEMBERS PRESENT:** Tray Abney  
YeVonne Allen  
Ken Dalton  
Jay Kenny  
Nichole Paul

**MEMBERS EXCUSED:** Ricardo Duarte

### ALSO PRESENT FROM CIVIL SERVICE:

Barbara Ackermann, Chief Examiner  
Candie Lorenzo, Management Analyst  
Melissa Ulrich, Civil Service Technician  
Susan Rothe, Deputy City Attorney  
Karl Hall, City Attorney

2. **PUBLIC COMMENT** – This item is for either public comment on any action item or for general public comment and is limited to no more than **three (3) minutes** for each commentator.

None.

### 3. APPROVAL OF AGENDA (For Possible Action)

*It was moved by Vice Chairperson Allen, seconded by Commissioner Kenny, to approve the April 22, 2021 agenda. The motion passed unanimously.*

4. **LIAISON REPORT** (Item for announcements and informational items only. No deliberation or action will be taken on this item.)

None.

**5. MINUTES – Approval of the March 25, 2021 regular meeting minutes. (For Possible Action)**

*It was moved by Vice Chairperson Allen, seconded by Commissioner Kenny, to approve the minutes for the March 25, 2021 Civil Service meeting. The motion passed unanimously.*

**6. CONSENT AGENDA**

- A. Request to acknowledge employee confirmations in accordance with the dates listed in the Confirmation Report. (For Possible Action)
- B. Request to accept eligible lists in accordance with the dates listed in the Eligible List Report. (For Possible Action)
- C. Request to approve eligible list extensions in accordance with the dates listed in the Eligible List Extension Report. (For Possible Action)
- D. Request to approve the minimum qualifications for the classification specification of Community Outreach Program Coordinator. (For Possible Action)

*It was moved by Commissioner Dalton, seconded by Commissioner Paul, to approve the Consent Agenda. The motion passed unanimously.*

**7. REGULAR AGENDA**

- A. Quarterly report from Brooke Stream, Director of Human Resources, per Rule VII, Section 13(e), regarding temporary and part-time employees for FY 20/21 Quarter 1. (Not for Action)

HR Management Analyst, Andrena Arreygue presented the Commission with the Quarterly report regarding temporary and part-time employees for FY 20/21 Quarter 1.

- B. Presentation of Civil Service Performance Evaluation Survey results by Jesse Puett, Human Resources Management Analyst. (Not for Action)

HR Management Analyst, Jesse Puett presented the Commission with the results from the Civil Service Performance Evaluation Survey.

- C. Performance evaluation of the Chief Examiner, including discussion of goals, objectives, and accomplishments; and, discussion and potential direction regarding adjustment of Chief Examiner’s compensation and benefits. (For Possible Action)

The Commission discussed the results from the Civil Service Performance Evaluation Survey and provided a positive and commendable performance evaluation of the Chief Examiner. The Commission will also be researching options for the adjustment of the Chief Examiner's compensation and benefits to discuss further at the next meeting.

D. Preview of proposed Civil Service rule changes. (Not for Action)

Chief Examiner Barbara Ackermann presented a preview of proposed Civil Service Rule changes to the Commission. The Commission discussed the proposed rule changes. A recommendation was made to move part of the proposed rule changes forward to the City Council before they are brought back to the Commission for final adoption.

**8. CHIEF EXAMINER ANNOUNCEMENTS** (Items for general announcements and informational items only. No deliberation or action will be taken on this item.)

Chief Examiner Barbara Ackermann informed the Commission that based on the directive that the governor just passed all boards and commissions will begin meeting in person starting June 1, 2021. Chief Examiner Barbara Ackermann anticipates that the Civil Service Commission will begin meeting in person again starting with the June meeting with logistics to be determined.

Chief Examiner Barbara Ackermann shared with the Commission that the department's Management Analyst and Temporary Assistant positions have been filled.

Chief Examiner Barbara Ackermann informed the Commission that the department currently has ten recruitments open, six recruitments in development, and four recruitments in the queue.

Chief Examiner Barbara Ackermann thanked the Civil Service Staff for all of their hard work and gave kudos to the Staff as well for the results of the Civil Service Performance Evaluation Survey.

**9. IDENTIFICATION OF FUTURE AGENDA ITEMS**

Chairperson Abney identified that the Commission will hold a discussion and provide potential direction regarding the adjustment of the Chief Examiner's compensation and benefits.

Chairperson Abney also identified that the Commission will review and discuss the adoption of proposed Civil Service rule changes after they go through the City Council process.

**10. CONFIRM NEXT MEETING DATE OF May 27, 2021 AT 3:30 PM.** (For Possible Action)

The next regular meeting of the Civil Service Commission was scheduled for Thursday, May 27, 2021 at 3:30 PM.

**11. PUBLIC COMMENT** – This item is for either general public comment or on any action item and is limited to no more than three (3) minutes for each commentator.

None.

**12. ADJOURNMENT** (For Possible Action)

*It was moved by Vice Chairperson Allen, seconded by Commissioner Paul, to adjourn the meeting at 5:04 PM. The motion passed unanimously.*