

CITY OF RENO – CIVIL SERVICE COMMISSION

MINUTES

Thursday – May 27, 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
Mel Evans, Management Analyst
Melissa Ulrich, Civil Service Technician
Susan Rothe, Deputy 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 May 27, 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.)

Councilwoman Brekhus confirmed that the appointment for the Commissioner vacancy is on the City Council agenda for June.

Councilwoman Brekhus informed the Commission that Council adopted the budget that includes the addition of 21 positions.

Councilwoman Brekhus updated the Commission that Council approved the proposed Civil Service rule changes without discussion.

5. MINUTES – Approval of the April 22, 2021 regular meeting minutes. (For Possible Action)

It was moved by Commissioner Dalton, seconded by Commissioner Kenny, to approve the minutes for the April 22, 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 the minimum qualifications for the classification specification of Equipment Mechanic. (For Possible Action)
- D. Request to approve the minimum qualifications for the classification specification of Equipment Service Worker. (For Possible Action)

It was moved by Vice Chairperson Allen, seconded by Commissioner Paul, to approve the Consent Agenda. The motion passed unanimously.

7. REGULAR AGENDA

- A. Discussion and potential direction regarding adjustment of Chief Examiner's compensation and benefits. (For Possible Action)

The Commission held discussion regarding the adjustment of the Chief Examiner's compensation and benefits.

It was moved by Vice Chairperson Allen, seconded by Commissioner Kenny, to approve the adjustment of the Chief Examiner's compensation and benefits to include an increase of 2.5% for COLA and 2.5% based on the previous review for a total of a 5% salary increase. The motion passed unanimously.

Chairperson Abney thanked Barbara for her service to the Commission and he also thanked Candie and Melissa for their dedication and service to the Commission and to the City.

Chief Examiner Barbara Ackermann thanked the Commission for their support of the entire Civil Service team.

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

The Chief Examiner informed the Commission that the June meeting will take place in person at City Hall and we will work on providing a virtual option as well.

The Chief Examiner confirmed that we do have the Commissioner appointments on the City Council agenda for Wednesday, June 2, 2021 for the vacant Commissioner position and the re-appointment of YeVonne Allen.

The Chief Examiner updated the Commission on our new Management Analyst, Mel Evans, that started at the beginning of the month and she has hit the ground running and is doing a great job helping the team.

The Chief Examiner shared with the Commission that she is fully on top of which positions that were adopted with the new budget will be Civil Service and that the majority of the positions will fall in Civil Service that will require recruitments to be done. She also informed the Commission that one of the approved positions is for the Civil Service department which will be an Office Assistant II that will perform the routine clerical work for the department that is currently being done by everyone in the department. She anticipates that we should be able to hire this position in July.

The Chief Examiner informed the Commission that the proposed Civil Service rule change to Rule VII Section 3 was reviewed and approved by City Council. Rule VII Section 3 and Section 11 will be added to next month's Civil Service Commission agenda for possible action by the Commission. The Chief Examiner met with Vice-Chairperson Allen and Commissioner Paul regarding Rule VII Section 4 language that will be submitted next month for review and approval to bring back to the Commission in July.

The Chief Examiner informed the Commission that the department currently has nine recruitments in progress, four recruitments in development, and seven recruitments in the queue.

9. IDENTIFICATION OF FUTURE AGENDA ITEMS

Chairperson Abney identified that the Commission will review and discuss the adoption of proposed Civil Service rule changes.

10. CONFIRM NEXT MEETING DATE OF June 24, 2021 AT 3:30 PM. (For Possible Action)

The next regular meeting of the Civil Service Commission was scheduled for Thursday, June 24, 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.

IAFF Local 731 Civil Service Chairman, James Leonesio, provided a Verbal Public Comment with a department update regarding the recent Fire Equipment Operator promotional exam. He thanked Barbara, Candie and the Civil Service department for putting on this very labor intensive exam. He also provided another department updated that the Firefighter Academy is still in progress with graduation in August and all are welcome to join.

12. ADJOURNMENT (For Possible Action)

It was moved by Vice Chairperson Allen, seconded by Commissioner Dalton, to adjourn the meeting at 3:53 PM. The motion passed unanimously.