

CITY OF RENO – CIVIL SERVICE COMMISSION

MINUTES

Thursday – August 26, 2021 – 3:30 PM
Reno, Nevada

MEMBERS

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

MEMBERS EXCUSED: Ricardo Duarte

ALSO PRESENT FROM CIVIL SERVICE:

Barbara Ackermann, Chief Examiner
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 Commissioner Honey, seconded by Vice-Chairperson Allen, to approve the August 26, 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 notified the Commission that the City Council had returned from break. She also informed the Commission that the City Manager's Office has been working on an updated COVID Policy.

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

It was moved by Vice-Chairperson Allen, seconded by Commissioner Dalton, to approve the minutes for the July 22, 2021 Civil Service Meeting. The motion passed with Commissioner Kenny abstaining.

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 Infrastructure Supervisor. (For Possible Action)
- D. Request to approve the minimum qualifications for the classification specification of Mental Health Counselor Supervisor. (For Possible Action)

Chairperson Abney asked that item 6.B. be pulled and voted upon separately. Commissioner Honey would be abstaining from this item.

It was moved by Commissioner Honey, seconded by Commissioner Kenny, to approve the Consent Agenda with the exception of item 6.B, and with a correction to item 6.C. amending the title of the classification specification to IT Infrastructure Supervisor. The motion passed unanimously.

It was moved by Vice Chairperson Allen, seconded by Commissioner Kenny, to approve item 6.B. The motion passed with Commissioner Honey abstaining.

7. REGULAR AGENDA

- A. Discussion and adoption of amendment to Civil Service Rule VII. Section 11. Removal from Eligible List, (a) (1) to allow the hiring authority flexibility for an eligible to remain on the list as provided for therein. (For Possible Action)

Chief Examiner Barbara Ackermann presented the proposed rule change to the Commission for adoption.

The Commission held a discussion including clarifying questions.

It was moved by Vice Chairperson Allen, seconded by Commissioner Paul, to adopt the proposed rule changes as presented. The motion passed unanimously.

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

Chief Examiner Ackermann updated the Commission on staffing in Civil Service. She informed the Commission that Commissioner Honey would be helping with interviews for the two vacant Civil Service Technician positions, as Melissa Ulrich's last day was the date of the meeting, August 26, 2021.

She further informed the Commission of current recruitments and thanked Candie and Melissa for keeping up with the workload. There were eleven recruitments open with three recruitments scheduled to open on Friday, August 27, 2021. There were five recruitments in process and two remaining in the queue.

Chief Examiner Ackermann notified the Commission of the City's Diversity, Equity and Inclusion Speaker Series and invited the Commissioners to attend. She will send out invitations for each event to the Commission.

9. IDENTIFICATION OF FUTURE AGENDA ITEMS

Vice-Chairperson Allen asked the Chief Examiner to report on new positions being approved for recruitment if there is an issue that needs to be brought to the attention of the Commission.

10. CONFIRM NEXT MEETING DATE OF September 23, 2021 AT 3:30 PM. (For Possible Action)

The next regular meeting of the Civil Service Commission was scheduled for Thursday, September 23, 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.

Fire Chief Cochran updated the Commission on the efforts of RFD fighting fires in our area.

12. ADJOURNMENT (For Possible Action)

It was moved by Commissioner Kenny, seconded by Commissioner Dalton, to adjourn the meeting at 3:51 PM. The motion passed unanimously.

