



## City of Reno Civil Service Commission Meeting

### MINUTES

Thursday, November 18, 2021, 2021 - 3:30 P.M.  
Reno City Hall, 7<sup>th</sup> Floor Caucus Room  
1 East First Street  
Reno, NV 89501

### Members

Tray Abney, Chair  
YeVonne Allen, Vice-Chair  
Ken Dalton  
Ricardo Duarte  
Charla Honey

Jay Kenny  
Nichole Paul  
Council Liaison: Jenny Brekhus  
Chief Examiner: Barbara Ackermann

### 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  
Ricardo Duarte (via phone)  
Charla Honey  
Jay Kenny  
Nichole Paul

**MEMBERS EXCUSED:** YeVonne Allen  
Ken Dalton

**ALSO PRESENT FROM CIVIL SERVICE:**  
Barbara Ackermann, Chief Examiner  
Rossmery Diaz, Civil Service Technician  
Candie Lorenzo, Management Analyst  
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.

Jerry Frederick, representative of Local 39 Supervisory and Non-Supervisory, made a comment on the vaccination requirement for promotional classification only under the minimum qualifications on the job posting for Maintenance Worker III on the City of Reno website. He asked if the Commission approved the requirement and was concerned that it would be a deterrent for current employees to apply.

James Leonesio from Reno Firefighters Association introduced Danny Kilbourn as the Liaison for the Reno Firefighters Association on the Civil Service Board.

Local 731 completely endorses Consent Agenda Item 6F. He explained that they need about 20 Paramedics to fill the roles and get more ambulances to help, even though they are very happy to get 6. He said it was a step in the right direction.

Peter Larson, from Reno Firefighters Association, commented that RFD wants to help REMSA so the City of Reno has more ambulances.

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

*It was moved by Commissioner Kenny, seconded by Commissioner Paul, to approve the November 18, 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.)**

Council Member Brekhus's liaison wished the Commission a Happy Thanksgiving. She gave updates on the COVID vaccination requirement and City Council Business

**5. MINUTES – Approval of the October 28, 2021 regular meeting minutes. (For Possible Action)**

*It was moved by Commissioner Honey, seconded by Commissioner Kenny, to approve the minutes for the October 28, 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 Grant Administrator. (For Possible Action)

E. Request to approve the minimum qualifications for the classification specification of Information Technology Manager. (For Possible Action)

F. Request to approve the minimum qualifications for the classification specification of Paramedic. (For Possible Action)

G. Request to approve the minimum qualifications for the classification specification of Senior Engineering Technician I. (For Possible Action)

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

**7. REGULAR AGENDA**

A. Possible approval of the request from the City Manager's Office to utilize Selective Certification pursuant to Rule VII, Section 8, on the Citizen Services Representative recruitment for establishment of a Bilingual List. (For Possible Action)

Chief Examiner Ackermann informed the Commission that Civil Service is currently recruiting for a Citizen Services Representative for the City Clerk's Office - Reno Direct. The position is forward-facing and deals primarily with the public. They are looking for a bilingual candidate, not limited to Spanish speaking candidates.

*It was moved by Commissioner Honey, seconded by Commissioner Kenny, to approve the Regular Agenda. The motion passed unanimously.*

- B. Review and Presentation by the Chief Examiner as to the Firefighter diversity statistics with regard to applications, certifications, and hiring. (Not for Action)

Chief Examiner Ackermann presented the Commission with the statistics on the applications, certification, and hiring for the Firefighter academy.

**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 notified the Commission that the City is getting ready to start working on the budget for the next fiscal year. Civil Service will not be making any funding requests.

Civil Service completed Fire Captain promotional testing and results were distributed.

Police Sergeant and Lieutenant promotional testing will be the next focus early next year.

There are eight recruitments open, and six more opening tomorrow.

Chief Examiner Ackermann thanked the Civil Service team for their good work. She also updated the Commission about the vacant Management Analyst position in the Civil Service Commission, which interviews will happen early next year.

Chief Examiner Ackermann will not attend the December Civil Service Commission Meeting.

**9. IDENTIFICATION OF FUTURE AGENDA ITEMS**

None.

**10. CONFIRM NEXT MEETING DATE OF November 18, 2021 AT 3:30 PM.** (For Possible Action)

The next regular meeting of the Civil Service Commission was scheduled for Thursday, December 16, 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 Commissioner Paul, seconded by Commissioner Kenny, to adjourn the meeting at 3:58 PM. The motion passed unanimously.*