



**CIVIL SERVICE COMMISSION**  
**Hybrid Meeting**

**Minutes**

Thursday, January 12, 2023, at 3:30 p.m.  
City of Reno City Hall, 6<sup>th</sup> Floor Conference Room  
1 East First Street, Reno, NV 89501

**Members**

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

Jay Kenny  
Nichole Paul  
Christopher Svendsen

**A. Introductory Items**

**A.1 Call To Order/Roll Call**

*Chairperson Abney called the meeting to order at 3:31 P.M. A quorum was established.*

**MEMBERS PRESENT:**

Tray Abney, Chair  
YeVonne Allen, Vice-Chair  
Ricardo Duarte  
Charla Honey  
Jay Kenny  
Nichole Paul  
Christopher Svendsen

**MEMBERS EXCUSED:**

None

**ALSO PRESENT FROM CIVIL SERVICE:**

Barbara Ackermann, Chief Examiner  
Rossmery Diaz, Civil Service Technician  
AJ Kenneson, Management Analyst  
Brenda Nguyen, Management Analyst  
Sneha Sharma, Civil Service Technician

**ATTORNEY PRESENT:**

Susan Rothe, Deputy City Attorney

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

None.

**A.3 Approval of the Agenda (For Possible Action)** – January 12, 2023.

*It was moved by Commissioner Kenny and seconded by Vice Chair Allen, to approve the January 12, 2023 agenda. The motion passed unanimously.*

**A.4 Approval of the Minutes (For Possible Action)** – Approval of the December 8, 2022, regular meeting minutes.

*It was moved by Commissioner Honey and seconded by Commissioner Kenny, to approve the minutes for the December 8, 2022, Civil Service Commission Meeting. The motion passed unanimously.*

**A.5 Council Liaison Report** – Item for general announcements and informational items only. No action may be taken on this item.

Councilmember Meghan Ebert introduced herself to the Commission. The Commission and the Civil Service Team also introduced themselves to Councilmember Ebert.

**A.6 Chief Examiner Report** – Item for general announcements and informational items only. No action may be taken on this item.

Chief Examiner Barbara Ackermann announced that the CS Rule updates would be presented to the Commission during the February meeting. Civil Service is holding two final Information Sessions to present the changes again, and to request feedback from our stakeholders.

Chief Examiner Ackermann informed the Commission that Civil Service currently has twelve recruitments open, four more coming up this week, and an additional four recruitments next week. The Police Sergeant written test was completed yesterday and the Assessment Center is coming up.

The Civil Service team is involved in multiple employee groups. They are also part of the New Employee Orientation and the Police Recruit Orientation, hosted by HR. The Civil Service team has also been hosting the Quarterly Hiring Team meetings with multiple departments.

Chief Examiner Ackermann updated the Commission on the Class and Compensation Study. Jesse Puett provided additional information. The consultants have provided a preliminary list of classification recommendations. The next step will be the compensation piece.

The Civil Service team has developed a BLI page. Rossmery Diaz, Civil Service Technician, presented the page and content to the Commission. The Civil Service team is also working with departments to provide NeoGov trainings.

## **B. Consent Agenda**

**B.1. Request to acknowledge employee confirmations in accordance with the dates listed in the Confirmation Report. (For Possible Action)**

**B.2. Request to accept eligible lists in accordance with the dates listed in the Eligible List Report. (For Possible Action)**

**B.3. Request to approve Probationary Period extension for Adam Merrigan, Firefighter. (For Possible Action)**

**B.4. Request to approve Probationary Period extension for Spencer Sloat, Firefighter. (For Possible Action)**

- B.5. Request to approve the revised minimum qualifications of the classification specification of Public Safety Dispatch Supervisor. (For Possible Action)
- B.6. Request to approve the revised minimum qualifications of the classification specification of Victim/Witness Advocate - Police. (For Possible Action)

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

**C. Regular Agenda**

- C.1 Quarterly report from Andrena Arreygue, Human Resources Management Analyst, per Rule VII, Section 13(e), regarding temporary and part-time employees for FY 22/23 Quarter 1. (Not For Action)

Andrena Arreygue, Human Resources Management Analyst, presented the Temporary and Part-Time Employee Report Fiscal Year 2022-2023 Quarter 1.

- C.2 Discussion and potential change to the Civil Service Commission's regularly scheduled meeting date. (For Possible Action)

The Civil Service Commission agreed that the Commission meeting remained on the second Thursday of every month.

**No action was taken.**

- D. Future Agenda Items - Identification of items for future agendas. No action may be taken on this item.

Proposed Rule changes.

End of Year Report.

Meet and greet with new Police Chief, possibly during the March Commission meeting.

- E. Confirm next meeting date – (For Possible Action)

The next regular meeting of the Civil Service Commission is scheduled for February 9, 2023, at 3:30 p.m. at its regular location in City Hall.

- F. Public Comment - This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

- G. Adjournment (For Possible Action)

***It was moved by Commissioner Kenny and seconded by Commissioner Svendsen, to adjourn the meeting at 3:56 P.M. The motion passed unanimously.***



Tray Abney, Chairperson



Date