



**CIVIL SERVICE COMMISSION  
Hybrid Meeting**

**Minutes**

Thursday, March 9, 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**

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

**MEMBERS PRESENT:** Charla Honey  
Jay Kenny  
Nichole Paul  
Christopher Svendsen  
YeVonne Allen, Vice-Chair, late arrival 3:38 p.m.

**MEMBERS EXCUSED:** Tray Abney, Chair  
Ricardo Duarte

**ALSO PRESENT** Barbara Ackermann, Chief Examiner

**FROM CIVIL SERVICE:** Rossmery Diaz, Civil Service Technician  
AJ Kenneson, Management Analyst  
Brenda Nguyen, Management Analyst  
Sneha Sharma, Civil Service Technician

**ATTORNEY PRESENT:** Karl Hall, City Attorney  
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)** – March 9, 2023.

***It was moved by Commissioner Kenny and seconded by Commissioner Paul, to approve the March 9, 2023 agenda. The motion passed unanimously.***

- A.4 Approval of the Minutes (For Possible Action)** – Approval of February 9, 2023, regular meeting minutes.

*It was moved by Commissioner Kenny and seconded by Commissioner Svendsen, to approve the minutes for February 9, 2023, 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 did not have any announcements.

- 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 informed the Commission that there are currently four recruitments wrapping up, three recruitments ready to be open tomorrow, and nine recruitments in development. The Police Lieutenant Assessment Center wrapped up last week, and the next assessment center will be for Fire Equipment Operator at the end of May.

Chief Examiner Ackermann announced that the second quarter Hiring-Team meetings with the departments are coming up and we are going to focus on the impact of the newly approved rules and probationary periods; what that means to departments and employees, and the responsibilities and requirements to Civil Service. We will also invite the HR Business Partners to join these meetings, to answer any HR-related questions that may come up.

Civil Service has been collaborating with Reno Police Department and Human Resources Department to implement a Police Cadet program. We will bring the class specs for the position in the coming months.

The Civil Service Team attended the swearing in ceremony for Chief Nance. They also presented at the Fire Academy Orientation, which included twenty-six recruits and six paramedics. Additionally, the team joined Human Resources in welcoming the new Reno Works class this past Monday.

## **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)**

*It was moved by Commissioner Paul and seconded by Commissioner Kenny, 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 2. (Not for Action)**

Andrena Arreygue, Human Resources Management Analyst, presented the Temporary and Part-Time Employee Report Fiscal Year 2022-2023 Quarter 2.

Andrena also introduced Nika Hsiao, Human Resources Management Analyst, who will be in charge of presenting the quarterly reports to the Commission in the future.

**C.2 Presentation of Recruitment Survey Results. (Not for Action)**

Albert (AJ) Kenneson, Civil Service Management Analyst, presented to the Commission the results of the Recruitment Survey provided by department subject matter experts regarding their experience during the recruitment process.

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

None.

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

The next regular meeting of the Civil Service Commission is scheduled for April 13, 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 3:47 P.M. The motion passed unanimously.***



*Tray Abney, Chairperson*



*Date*