



CIVIL SERVICE COMMISSION Hybrid Meeting

Minutes

Thursday, October 12, 2023, at 3:30 p.m.
City of Reno City Hall, 6th 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 3:30 P.M. A quorum was established.

MEMBERS PRESENT: Tray Abney, Chair
Yvonne Allen, Vice Chair
Ricardo Duarte, via phone
Nichole Paul
Christopher Svendsen

MEMBERS EXCUSED: Charla Honey
Jay Kenny

MEMBERS OF THE CIVIL SERVICE TEAM PRESENT: Barbara Ackermann, Chief Examiner
AJ Kenneson, Management Analyst
Brenda Nguyen, Management Analyst
Sneha Sharma, Civil Service Technician
Rossmery Diaz, 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.

Captain Willie Sierer, Reno Fire Department, made a public comment regarding Consent Agenda Item B3. He expressed concern for lowering the experience required from 5 years to 3 years for internal candidates. He also expressed reservations on granting up to one year of experience for possession of the ICC certification.

Former Fire Marshall Jeffery Donahue, Reno Fire Department, made a public comment regarding Consent Agenda Item B3. He said that boots on the ground experience holds greater significance, particularly when it comes to filling higher-ranking roles, compared to formal education and certification.

Lieutenant Ryan Connelly, Reno Police Department, on behalf of the Supervisory Board of Directors voiced support for the proposed change to the minimum qualifications of Police Lieutenant classification specification that allows for setting high standards for the department and more importantly for the citizens they serve.

Police Chief, Kathryn Nance, Reno Police Department made a public comment on Consent Agenda Item B6. She informed the commission that the changes to the minimum qualifications for the Police Lieutenant classification specification were fully supported by the administration, herself and the bargaining unit ensuring that there is a mutually agreeable outcome.

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

It was moved by Commissioner Svendsen and seconded by Commissioner Paul, to approve the October 12, 2023, agenda. The motion passed unanimously.

A.4 Approval of the Minutes (For Possible Action) – Approval of September 14, 2023, regular meeting minutes.

It was moved by Commissioner Svendsen and seconded by Vice Chair Allen, to approve the minutes for September 14, 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 Ackermann informed the Commission that she had received notification from the City Clerk about including the appointment to the commission as an agenda item at the first City Council Meeting in November.

Chief Examiner Ackermann informed the Commission that there has been a marginal increase in the number of vacancies. Currently, there are 70 vacancies within the classified service. Civil Service currently has 7 recruitments open and 8 more in the development phase.

The Civil Service Team is working closely with the Reno Police Department to ensure continued support as they extend offers to fill positions for the January 2023 academy.

The Civil Service team kick-started the fourth-quarter meetings with departments. She thanked Brenda Nguyen and AJ Kenneson for spearheading the video interviewing project and presenting a demonstration of how it functions so that the pilot program can be rolled out beginning of next year.

Chief Examiner Ackermann informed the Commission that the team attended an all-day conference – “Resources for Humans” which focused on topics related to human resources, employee engagement, and workplace culture.

The team is working closely with the Communications Department on employer branding for which there will be a launch party before the end of the year.

Chief Examiner Ackermann informed the Commission that the team triumphed in the Safety Challenge by winning a rock-paper-scissors contest against the City Clerk's office.

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 the revised minimum qualifications of the classification specification of Fire Marshal. (For Possible Action)**
- B.4. Request to approve the minimum qualifications of the new classification specification of Licensing and Revenue Officer Supervisor. (For Possible Action)**
- B.5. Request to approve the minimum qualifications of the new classification specification of Fabrication Specialist. (For Possible Action)**
- B.6. Request to approve the revised minimum qualifications of the classification specification of Police Lieutenant. (For Possible Action)**

Chairperson Abney asked that item B.3 be pulled and voted upon separately.

Fire Marshal Tray Palmer, Reno Fire Department, made a public comment regarding Consent Agenda Item B3. The Commission held a discussion including a few clarifying questions.

Item B3 was not voted on and no action was taken.

It was moved by Commissioner Paul and seconded by Vice Chair Allen, to approve the Consent Agenda with the exception of item B.3. The motion passed unanimously.

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

None

- D. Confirm next meeting date** – November 9, 2023, at 3:30 p.m. City Hall - 6th Floor Conference Room (For Possible Action)

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

- E. 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.

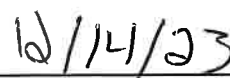
None

- F. Adjournment** (For Possible Action)

It was moved by Commissioner Svendsen and seconded by Commissioner Paul, to adjourn the meeting at 4:04 P.M. The motion passed unanimously.



Tray Abney, Chairperson



Date