



CIVIL SERVICE COMMISSION Hybrid Meeting

Minutes

Thursday, November 9, 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 3:36 P.M. A quorum was established.

MEMBERS PRESENT: Tray Abney, Chair
YeVonne Allen, Vice Chair
Nichole Paul
Christopher Svendsen
Charla Honey
Jay Kenny

MEMBERS EXCUSED: Ricardo Duarte

MEMBERS OF THE CIVIL SERVICE TEAM PRESENT: Barbara Ackermann, Chief Examiner
Sneha Sharma, Civil Service Technician
Rossmery Diaz, Civil Service Technician

ATTORNEY PRESENT: Karl Hall, 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.

James Leonesio on behalf of the Reno Firefighters IAFF Local 731 provided an update on the next firefighter academy which will start in February 2024 and the Fire Department hopes to make 24 new hires. He thanked Civil Service for all the hard work to fill the vacancies.

Tom Dunn, Vice-President of Reno Firefighter Association provided a department update regarding the recruitment for Single Role Paramedics and Advanced Emergency Medical Technicians (AEMTs). He thanked Barbara, and the Civil Service department for all the hard work to fill the vacancies.

A.3 Approval of the Agenda (For Possible Action) – November 9, 2023.

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

A.4 Approval of the Minutes (For Possible Action) – Approval of October 12, 2023, regular meeting minutes.

It was moved by Commissioner Svendsen and seconded by Vice Chair Allen, to approve the minutes for October 12, 2023, Civil Service Commission Meeting. The motion passed unanimously.

Approval of the Minutes (For Possible Action) – Approval of September 28, 2023, special meeting minutes.

It was moved by Commissioner Svendsen and seconded by Commissioner Kenny, to approve the minutes for September 28, 2023, Special 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 was not present at this meeting.

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 the agenda item for commissioner appointments was pulled from the November City Council Meeting and will now be included in the December City Council Meeting.

Chief Examiner Ackermann thanked the Civil Service team for their hard work and dedication.

The Civil Service Team is concluding the 3-day Fire Captain Assessment center today. The team is now working to develop the Police Sergeant and Police Lieutenant assessment centers for the beginning of next year. The team is working with the Fire Department to develop the Fire Marshal assessment center for early next year.

The Civil Service team is rolling out the One-way Video Interviewing platform with various departments as part of the pilot program.

Chief Examiner Ackermann informed the Commission on the ongoing employee outreach efforts. Two Lunch & Learn sessions have been scheduled along with a social hour with employees. The team will serve holiday cookies and answer questions from employees during the social hour.

The Civil Service team is continuing the quarterly meetings with departments. The team met with Dispatch, Parks & Recreation, Police, Fire, Utility services and Public Works.

Chief Examiner Ackermann informed the Commission that the team attended a half-day virtual HR summit hosted by Bamboo HR.

Chief Examiner in collaboration with HR will be presenting at the graduation ceremony of the Reno Constituent Institute. She thanked Cody Freeman, Human Resource Management Analyst for putting together a fantastic presentation.

Chief Examiner Ackermann shared an email received from Angela Askey, IT Manager for Infrastructure and Operations appreciating the Civil Service team for everything they do.

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 void the Maintenance Technician Eligible List (For Possible Action)**
- B.5. Request to void the Community Outreach Program Coordinator Eligible List (For Possible Action)**
- B.6. Request to approve the revised minimum qualifications of the classification specification of Head Pool Operator. (For Possible Action)**
- B.7. Request to approve the revised minimum qualifications of the classification specification of Recreation Leader. (For Possible Action)**
- B.8. Request to approve the revised minimum qualifications of the classification specification of Senior Recreation Leader. (For Possible Action)**

Fire Marshal Tray Palmer, Reno Fire Department, made a public comment regarding Consent Agenda Item B3. He voiced support for the proposed changes to the minimum qualifications of the classification specification of Fire Marshal.

Ton Dunn, Vice-President of Reno Firefighter Association also voiced support for Consent Agenda Item B3.

It was moved by Commissioner Honey and seconded by Commissioner Swendsen, to approve the Consent Agenda. 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** – December 14, 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 December 14, 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 Vice Chair Allen, to adjourn the meeting at 3:51 P.M. The motion passed unanimously.



YeVonne Allen, Vice Chair



Date