



CIVIL SERVICE COMMISSION
Hybrid Meeting

Minutes

Thursday, January 11, 2023, at 3:30 p.m.
City of Reno City Hall, 6th Floor Conference Room
1 East First Street, Reno, NV 89501

Members

YeVonne Allen, Vice-Chair
Charla Honey
Jay Kenny
Escenthio Marigny Jr

Nichole Paul
Christopher Svendsen
Brad Johnson

A. Introductory Items

A.1 Call To Order/Roll Call

Vice Chair Allen called the meeting to order at 3:30 P.M. A quorum was established.

MEMBERS PRESENT: YeVonne Allen, Vice Chair
Nichole Paul
Charla Honey
Christopher Svendsen
Escenthio Marigny Jr

MEMBERS EXCUSED: Jay Kenny
Brad Johnson

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

Tom Dunn, Vice President of the Reno Firefighters Association announced that the Reno Fire Department is hiring 6 new single-role paramedics and 4 new AEMTs. Additionally, a 28-person fire academy is scheduled to start on Feb 23 2024. He acknowledged the Civil Service Commission and staff for their valuable support.

Since the merger with Sparks Firefighters, some issues and concerns were identified with the City of Sparks. He thanked Reno Civil Service Commission and staff for the modern rules and professionalism demonstrated by all in the City of Reno.

Escenthio Marigny Jr, the newly appointed commissioner introduced himself and expressed gratitude for the opportunity to join the Civil Service Commission.

A.3 Approval of the Agenda (For Possible Action) – January 11, 2024.

Chief Examiner Ackermann informed the Commission that Items B.4 and C.3 on the Agenda were being pulled.

It was moved by Commissioner Honey and seconded by Commissioner Svendsen, to approve the January 11, 2024, agenda as amended with the removal of Items B.4 and C.3. The motion passed unanimously.

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

It was moved by Commissioner Svendsen and seconded by Commissioner Honey, to approve the minutes for December 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 was not present at the meeting. Vice Chair Allen acknowledged Tray Abney for serving on the Commission for over a decade and thanked him for his time as a Chair. Councilmember Ebert's office graciously provided refreshments and invited Tray Abney to stay and enjoy the refreshments after the meeting.

Tray Abney appreciated the efforts of the Civil Service staff. He wished good luck to the commission and congratulated the new Chair for stepping up. He thanked Karl Hall and Susan Rothe for their guidance.

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 wished everybody a Happy New Year. She informed the commission that Rossmery Diaz left the City on January 2, 2024, to pursue other opportunities. After assessing the workload and current staffing, a request was for reclassification of the vacant Technician position. The City Manager approved the reclassification, resulting in the decision to fill the vacant Technician position with a Management Analyst.

Chief Examiner informed the commission that Brenda Nguyen, Management Analyst was back from leave and expressed excitement to welcome her back.

Despite staffing changes, the team demonstrated remarkable teamwork, covering for one another and ensuring uninterrupted customer service.

Chief Examiner Ackermann informed the commission that the new year brought increased activity and an increase in the number of vacancies. Civil Service currently has 12 recruitments open and 5 more in development phase. Final preparations are ongoing for the Fire Marshal Assessment Center and Police Sergeant Assessment Center which are back-to-back at the end of the month.

The City convened the Charter Committee and their first meeting was held on Tuesday, January, 9, 2024. AJ and the Chief Examiner attended the meeting and introduced

themselves as a resource for anything related to the Civil Service Commission. She said that they will continue to attend the meetings and bring updates to the Commission.

Looking ahead, the team anticipates presenting the Calendar Year 2023 Year-in-Review report at next month's meeting.

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 void the Fire Inspector I Eligible List. (For Possible Action)**
- B.4. Request to approve the minimum qualifications of the new classification specification of Police Captain. (For Possible Action)**

It was moved by Commissioner Honey and seconded by Commission Svendsen, to approve the Consent Agenda as amended with the removal of Item B.4. The motion passed unanimously.

C. Regular Agenda

C.1 Presentation of Internal Audit Findings (Not For Action)

Rob Miller, Staff Auditor presented the findings of the Civil Service Audit.

C.2 Election of Civil Service Chairperson. This position will be held through July 2025, pursuant to Rule II, Section 1 of the Civil Service Commission Rules. (For Possible Action)

Vice Chair Allen announced her desire to remain as Vice Chair. Commissioner Svendsen nominated Charla Honey for Chair.

It was moved by Commissioner Svendsen, seconded by Commissioner Paul, to approve Charla Honey as Chair. The motion passed unanimously.

C.3 One-Way Video Interviewing Platform Demonstration (Not For Action).

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

Vice Chair Allen requested an update in 6 months on the Civil Service Audit findings.

E. Confirm next meeting date – February 8, 2024, 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 February 8, 2024, 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 public comment and is limited to no more than three (3) minutes for each commentator.

Tom Dunn, Vice President of the Reno Firefighter's Association Thanked Tray Abney for the incredible work as the Chair of the Civil Service Commission. He appreciated the professionalism and the openness that he brought to the position.

G. Adjournment (For Possible Action)

It was moved by Commissioner Svendsen and seconded by Commissioner Marigny Jr, to adjourn the meeting at 3:51 P.M. The motion passed unanimously.



Charla Honey, .Chair

3/14/24

Date