



**CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS
MARCH 12, 2013
5:30 P.M.**

MINUTES

CALL TO ORDER

Chairman Dan Archibeque called the Civil Service Commission Meeting to order.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner, Guy Kennedy

Administrative and Civil Service Staff Members Present: Counsel for the Commission Robert Jagger, Human Resources Director Marisa Pacheco, Fire Chief Chris Riley, HR Analyst Shelly Carrillo, Interim Civil Service Administrator Lynne Huskins and Secretary Melissa Lillard.

Other Interested Parties: None.

AMENDMENTS TO AGENDA

Mr. Archibeque asked if there were any amendments to the agenda. None were voiced.

READING AND APPROVAL OF MINUTES

Mr. Kennedy seconded by Ms. Bonner moved to dispense with the reading and approve the minutes of the regular meeting dated Tuesday, February 12, 2013 as distributed.

Roll Call -- Ayes: Archibeque, Bonner and Kennedy. Motion carried unanimously.

STATUS REPORT OF CURRENT RECRUITMENTS

The Commission received and filed the following status report on current recruitments:

- a. Emergency Services Dispatcher - (Recruitment due to anticipated vacancies) – Written examination was held on February 26, 2013. Twenty six persons took the exam and 25 passed. The eligible list for this position will be signed at this meeting.

COMMUNICATIONS

1. Ratify the Commission's letter to Athena Garcia regarding the rejection of her objection regarding the removal of her name from the Police Patrol Officer eligibility list.
2. Ratify the Commission's letter to Donald Mainard regarding the rejection of his objection regarding the removal of his name from the Police Patrol Officer eligibility list.
3. Ratify the Commission's letter to Dassity Miller regarding the acceptance of her objection regarding the removal of her name from the Police Patrol Officer eligibility list.

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CONSENT AGENDA

COMMUNICATIONS

4. Ratify the Commission's letter to Gerardo Cano regarding the removal of his name from the Police Patrol Officer eligibility list.
5. Ratify the Commission's letter to Brooke Pequete regarding the removal of her name from the Police Patrol Officer eligibility list.
6. Ratify the Commission's letter to Joshua Sprague regarding the removal of his name from the Fire Engineer eligibility list.
7. Ratify the Commission's letter to Kelsey Fedde regarding the removal of her name from the Fire Engineer eligibility list.
8. Ratify the Commission's letter to Bobby Abeyta regarding the removal of his name from the Wastewater Operator A eligibility list.

Commission Action: Mr. Kennedy seconded by Ms. Bonner, moved to approve all items on the Consent Agenda.

Roll Call -- Ayes: Archibeque, Bonner and Kennedy. Motion carried unanimously.

REGULAR AGENDA

1. The Interim Civil Service Administrator submitted the eligible list for Emergency Services Dispatcher.

Commission Action: Mr. Kennedy, seconded by Ms. Bonner, moved to approve and certify the eligible list for Emergency Services Dispatcher.

Roll Call -- Ayes: Archibeque, Bonner and Kennedy. Motion carried unanimously.

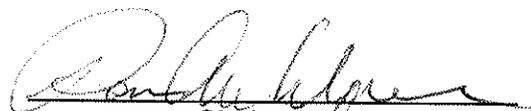
ADMINISTRATIVE ITEMS

1. The next regular meeting of the Civil Service Commission was scheduled for April 9, 2013 at 5:30 p.m. The meeting will be held in the interim City Council Chambers, 301 W. "B" Street.

INFORMATIONAL ITEMS

1. The Commission received the Employee Status Report for January 2013.

ADJOURN – 5:32 p.m.


Chairman