

CITY OF RENO – CIVIL SERVICE COMMISSION

MINUTES

Thursday – March 28, 2019 – 11:30 AM
Reno City Hall, 7th Floor Caucus Room
1 East First Street, Reno, Nevada

MEMBERS

Jeannie Atkinson, Chairperson
Tray Abney, Vice Chairperson
YeVonne Allen
Ken Dalton
Ricardo Duarte
Darrin Georgeson
John Hester

1. CALL TO ORDER/ROLL CALL

Jeannie Atkinson called the meeting to order at 11:31 AM. A quorum was established.

MEMBERS PRESENT: Jeannie Atkinson
Tray Abney
Ken Dalton
Ricardo Duarte
Darrin Georgeson

MEMBERS EXCUSED: YeVonne Allen
John Hester

ALSO PRESENT: Kandice Taylor-Sherwood, Acting Chief Examiner
Candie Lorenzo, Civil Service Technician
Lorena Godina, Civil Service Assistant
Andrena Arreygue, Human Resources Analyst
Susan Ball Rothe, Deputy City Attorney
Karl Hall, City Attorney, Reno City Attorney
Jenny Brekhus, Reno City Councilwoman
Dave Cochran, Chief, Reno Fire Department
Richard Nachtsheim, Division Chief, Reno Fire Department
Peter Larsen, Firefighter, Reno Fire Department

2. **PUBLIC COMMENT** – This item is for either public comment on any action item or for general public comment and is limited to no more than **three (3) minutes** for each commentator.

None.

3. APPROVAL OF AGENDA (For Possible Action)

It was moved by Commissioner Georgeson, seconded by Commissioner Dalton to approve the March 28, 2019 agenda. The motion passed unanimously.

4. LIAISON REPORT (Item for announcements and informational items only. No deliberation or action will be taken on this item.)

Councilwoman Brekhus reported that at the council level, budget has been the main topic of discussion. She reported to the Council that as Acting Chief Examiner, Kandice Taylor-Sherwood is moving forward and making progress.

5. MINUTES – Approval of the February 28, 2019 regular meeting minutes. (For Possible Action)

It was moved by Commissioner Dalton, seconded by Commissioner Duarte to approve the minutes for the February 28, 2019 Civil Service Meeting. The motion passed unanimously.

6. CONSENT AGENDA

- A. Request to approve employee confirmations for the following departments: Public Safety Dispatch Department. (For Possible Action)
- B. Request to approve eligible lists for Building Inspector I, Lead Business License Technician, Senior Recreation Leader, and Senior Reclamation Water Plant Operator. (For Possible Action)
- C. Request to approve eligible list extensions for Building Inspector II, and Safety Training Specialist. (For Possible Action)
- D. Request to approve the revised minimum qualifications for the job class specification of Public Safety Dispatch Supervisor. (For Possible Action)
- E. Request to extend temporary appointment of Lorena Godina for an additional three (3) months. (For Possible Action)

Commissioner Georgeson asked to pull out item 6.E. It was moved by Vice-Chair Abney to approve items 6.A thru 6.D on the Consent Agenda. Commissioner Georgeson seconded. The motion passed unanimously.

Commissioner Georgeson asked for clarification regarding item 6.E., if there was a standard needed in order for the Commission to pass it since this item is not a routine item of action.

Chairperson Atkinson clarified that the extension was necessary due to the lack of staffing and it would be up to the commission to decide whether or not it was a good cause.

Commissioner Georgeson moves to approve Item 6. E. Commissioner Dalton seconded. The motion passed unanimously.

7. REGULAR AGENDA

- A. Discussion, possible direction, and action as to the next steps to fill the permanent position of Chief Examiner. (For Possible Action)

Commissioner Georgeson spoke in support of having Kandice oversee the recruitment process for the position of Chief Examiner.

Commissioner Dalton spoke in support of having Kandice oversee the recruitment process for the position of Chief Examiner.

Commissioner Duarte spoke in support of having Kandice oversee the recruitment process for the position of Chief Examiner.

Commissioner Abney spoke in support of having Kandice oversee the recruitment process for the position of Chief Examiner.

Commissioner Atkinson spoke in support of having Kandice oversee the recruitment process for the position of Chief Examiner.

Vice-Chair Abney motioned for Kandice to oversee the recruitment process as a whole but to collaborate with an outside consultant if she deems it necessary. Commissioner Dalton seconded. The motion passed unanimously.

- B. Report on minimum qualification language for GIS Analyst as requested by Commission.

It was discussed that IT department wanted to take out the word “Engineer” from the qualifications because of the nature of the work being done in the IT department is database management. An IT Specialist would fit this role better, but with the broadened combination of the qualifications of experience and education, an engineer with the certificates necessary for this position would be able to transfer and or apply.

- 8. CHIEF EXAMINER ANNOUNCEMENTS (Items for general announcements and informational items only. No deliberation or action will be taken on this item.)**

None.

- 9. IDENTIFICATION OF FUTURE AGENDA ITEMS**

None.

- 10. CONFIRM NEXT MEETING DATE OF APRIL 25, 2019 AT 3:30 PM. (For Possible Action)**

The next meeting is confirmed for Thursday, April 25, 2019 at 3:30 PM.

- 11. PUBLIC COMMENT – This item is for either general public comment or on any action item and is limited to no more than three (3) minutes for each commentator.**

None.

- 12. ADJOURNMENT (For Possible Action)**

Motion to adjourn the meeting at 12:52 PM brought by Commissioner Dalton, seconded by Commissioner Georgeson. The motion passed unanimously.