

CITY OF RENO – CIVIL SERVICE COMMISSION

MINUTES

Thursday – January 24, 2019 – 3:30 PM
Reno City Hall, 6th Floor Conference 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 3:33 PM. A quorum was established.

MEMBERS PRESENT: Tray Abney
YeVonne Allen
Jeannie Atkinson
Ken Dalton
Ricardo Duarte
Darrin Georgeson
John Hester

MEMBERS EXCUSED: None

ALSO PRESENT: Angie Ureta, Acting Chief Examiner, Civil Service Commission
Andrena Arreygue, Human Resources Technician
Tom Dunn, Reno Firefighters Local 731
James Leonasio, Reno Firefighter Association
Dave Cochran, Chief, Reno Fire Department
Jenny Brekhus, Reno City Councilwoman
Susan Ball Rothe, Deputy City Attorney
Karl Hall, City Attorney, Reno City Attorney
Mandee Bowler, Director of Human Resources

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.

Chairperson Jeannie Atkinson announced that the Chief Examiner candidate finished the Assessment Center and was judged to be very well qualified. The candidate will be at the

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February 28th, 2019 Civil Service Commission meeting. The community and labor management panels will be scheduled on that day as well.

3. APPROVAL OF AGENDA (For Possible Action)

It was moved by Commissioner Hester, seconded by Commissioner Allen to approve the January 24, 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 said she would like to have a better understanding of the workload in Civil Service in order to relate it to managers if they are expressing any concerns.

5. MINUTES – Approval of the December 20, 2018 regular meeting minutes. (For Possible Action)

Chairperson Atkinson mentions a correction on page 3, replacing Civil Service Charter Committee with *Reno Charter Review Committee*.

It was moved by Commissioner Georgeson, seconded by Commissioner Dalton to approve the minutes for the December 20, 2018 Civil Service Meeting as amended. The motion passed unanimously.

6. CONSENT AGENDA

- A. Request to approve Employee Confirmations for the following departments: Parks, Recreation and Community Development and Public Works. (For Possible Action)
- B. Request to approve Eligible Lists for Administrative Services Manager, Combination Inspector, Fire Inspector II, Police Lieutenant, Police Sergeant and Water Reclamation Facility Supervisor. (For Possible Action)
- C. Request to extend eligible lists for Firefighter, Firefighter/Paramedic and Police Assistant I for six (6) months, respectively. (For Possible Action)
- D. Request to approve probation extension for Firefighter Anthony Masten by Fire Chief Dave Cochran. (For Possible Action)
- E. Request to approve probation extension for Firefighter Nathaniel Roark by Fire

Chief Dave Cochran. (For Possible Action)

It was moved by Vice Chairperson Abney to approve items A, B, and C on the Consent Agenda, and have a discussion on items D and E. Commissioner Georgeson seconded. The motion passed unanimously.

Vice Chairperson Abney asked legal counsel on validity and clarification of items D and E.

It was clarified that the extension was allowed within the Civil Service Commission rules.

It was moved by Vice Chairperson Abney, seconded by Commissioner Allen to approve items D and E. The motion passed unanimously.

7. REGULAR AGENDA

- A. Review, discussion, direction and possible authorization for the Chair to secure the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner for the City of Reno Civil Service Commission; authorization for the City Attorney's Office to prepare the agreement and authorization for the Chair to sign the agreement; and authorization for staff to work with the City of Reno Finance Department to facilitate reallocation of funds under the Civil Service Commission's existing budget. (For Possible Action)

HR Director, Mande Bowler, spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

President of the Reno Firefighter Association, Tom Dunn, spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Commissioner John Hester spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Commissioner Darrin Georgeson spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Commissioner Kenneth Dalton spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Commissioner Ricardo Duarte spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Commissioner YeVonne Allen spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Vice Chairperson Tray Abney spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Councilwoman Jenny Brekhus spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

Chairperson Jeannie Atkinson spoke in support of securing the services by agreement of consultant Kandice Sherwood as Interim Chief Examiner.

It was motioned by Commissioner Hester to approve entering into the agreement and authorization the Chairperson to sign, in addition to the roles and responsibilities identified in the Letter of Understanding, during her tenure as Interim Chief Examiner/Director of Civil Service, Ms. Sherwood would collaborate with Ms. Bowler to prepare and provide a joint presentation to the Commission on options to hire a full-time permanent Chief Examiner, should it be needed, seconded by Vice Chairperson Abney. The motion passed unanimously.

- B. Request from Reno Fire Department to utilize Selective Certification on the Current Firefighter List for Placement on the Firefighter/Paramedic Lists. (For Possible Action)

Chief Cochran explained how this allows the department to attract more qualified candidates. This gives them more candidates to choose from and a more robust list. Chief Cochran sees more pros than cons to this agenda item.

It was moved to by Commissioner Allen, seconded by Commissioner Georgeson to approve agenda item B. Motion passed unanimously.

- C. Update and report on City of Reno Appointed Officers and Appointed Employees (Not for Action)

Human Resources Director, Mandee Bowler presented to the Commission an updated report on City of Reno Appointed Officers and Appointed Employees.

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

For the remaining recruitments: within the next month any position that needed to be open will be opened or will be explained why it was not at the next meeting.

9. IDENTIFICATION OF FUTURE AGENDA ITEMS

Interview for Chief Examiner candidate will be held at February's meeting.

10. CONFIRM NEXT MEETING DATE OF FEBRUARY 28, 2019 AT 3:30 PM. (For Possible Action)

The next meeting is confirmed for Thursday, February 28, 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.

12. ADJOURNMENT (For Possible Action)

Motion to adjourn the meeting at 4:24 PM brought by Commissioner Allen, seconded by Commissioner Hester. The motion passed unanimously.