

# CITY OF RENO – CIVIL SERVICE COMMISSION

## MINUTES

Thursday – August 27, 2020 – 3:30 PM  
Reno, Nevada

### MEMBERS

Tray Abney, Chairperson  
YeVonne Allen, Vice Chairperson  
Jeannie Atkinson  
Ken Dalton  
Ricardo Duarte  
Jay Kenny  
Nichole Paul

### 1. CALL TO ORDER/ROLL CALL

Chairperson Abney called the meeting to order at 3:30 PM. A quorum was established.

**MEMBERS PRESENT:** Tray Abney  
YeVonne Allen  
Jeannie Atkinson  
Ken Dalton  
Ricardo Duarte  
Jay Kenny  
Nichole Paul

### MEMBERS EXCUSED:

### ALSO PRESENT FROM CIVIL SERVICE:

Barbara Ackermann, Chief Examiner  
Candie Lorenzo, Management Analyst  
Susan Rothe, Deputy City Attorney

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 Dalton, seconded by Commissioner Allen, to approve the August 27, 2020 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 notified the Commission that the City Council has appointed and entered into a contract with the new City Manager, Doug Thornley. City Manager Thornley has a legal background. Councilwoman Brekhus will request that he meet with the Commission.

Councilwoman Brekhus updated the Commission on the City’s budget and the Federal Stimulus funding.

5. **MINUTES** – Approval of the June 25, 2020 and July 23, 2020 regular meeting minutes. (For Possible Action)

*It was moved by Commissioner Allen, seconded by Commissioner Atkinson, to approve the minutes for the June 25, 2020 Civil Service meeting. The motion passed with Commissioners Duarte, Kenny, and Paul abstaining.*

*It was moved by Commissioner Allen, seconded by Commissioner Dalton, to approve the minutes for the July 23, 2020 Civil Service meeting. The motion passed with Commissioners Atkinson, Duarte, and Paul abstaining.*

6. **CONSENT AGENDA**

- A. Request to approve employee confirmations. (For Possible Action)
- B. Request to approve eligible lists. (For Possible Action)
- C. Request to approve eligible list extensions. (For Possible Action)
- D. Request to approve the minimum qualifications for the job class specification of Business License Technician Supervisor. (For Possible Action)
- E. Request to approve the minimum qualifications for the job class specification of Inclusion Behavior Specialist. (For Possible Action)
- F. Request to approve the minimum qualifications for the job class specification of Lift Station Technician. (For Possible Action)

*It was moved by Commissioner Duarte, seconded by Commissioner Kenny, to approve the Consent Agenda. The motion passed unanimously.*

**7. REGULAR AGENDA**

- A. Election of Civil Service Vice Chairperson. The position will be held through July 2021, pursuant to Rule II, Section 1 of the Civil Service Commission Rules. (For Possible Action)

Commissioner Atkinson nominated YeVonne Allen to become the Vice Chairperson of the Civil Service Commission, Commissioner's Dalton and Abney also voiced their support. Commissioner YeVonne Allen accepted the nomination for Vice-Chairperson.

***It was moved by Commissioner Atkinson, seconded by Commissioner Dalton, to elect YeVonne Allen as the Vice Chairperson of the Civil Service Commission. The motion passed unanimously.***

- B. Quarterly report from Mark Gregersen, Director of Human Resources, per Rule VII, Section 13(e), regarding temporary and part-time employees for FY 19/20 Quarter 3. (Not for Action)

Commissioner Atkinson thanked Andrena Arreygue and Jaime Schroeder for their hard work and diligent effort in getting the temporary and part-time employees' hours within Civil Service Rule parameters.

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

Chief Examiner Ackermann presented the Commission with recruitment highlights and statistics from the most recent Firefighter recruitment.

Chief Examiner Ackermann informed the Commission that the Civil Service Technician position was offered and accepted by Melissa and she will be starting August 28, 2020. The approved part-time Office Assistant position has been offered and accepted by Rachel and she will be starting in mid-September. The vacant Management Analyst position will remain on hold pending budget review.

The Civil Service Commission currently has two vacancies. Commissioner Ken Dalton has reapplied for the Commission.

**9. IDENTIFICATION OF FUTURE AGENDA ITEMS**

None.

- 10. CONFIRM NEXT MEETING DATE OF September 24, 2020 AT 3:30 PM.** (For Possible Action)

The next regular meeting of the Civil Service Commission was scheduled for Thursday, September 24, 2020 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)

*It was moved by Commissioner Kenny, seconded by Commissioner Paul, to adjourn the meeting at 4:19 PM. The motion passed unanimously.*