



**CITY OF MONROE  
CIVIL SERVICE COMMISSION**

**MINUTES OF THE REGULAR MEETING HELD ON Wednesday, June 10, 2015**

Minutes of the Regular Civil Service Commission Meeting held on Wednesday, June 10, 2015 at 8:30 a.m. in the Third Floor Conference Room at Monroe City Hall.

**PRESENT:** Commissioner Roberts and Crutchfield.

**EXCUSED:** President Vititoe

**OTHERS PRESENT:** Michelle LaVoy, Clerk-Treasurer  
Peggy Howard, H.R. Director  
Tom Ready, City Attorney  
Charles McCormick, Deputy Police Chief  
John Wahl, Police Sergeant  
Selma Rankin, Citizen

**Approval of Minutes**

Commissioner Roberts made a motion to approve the minutes dated February 18, 2015, March 25, 2015 and April 29, 2015.

Commissioner Crutchfield seconded the motion.

Ayes: 2 Nays: 0

**Motion carried.**

**New Business**

**A. Certification of the Public Safety Officer Eligibility List**

Commissioner Crutchfield asked if the testing was done in accordance to the rules and regulations of the Civil Service and Collective bargaining. Peggy Howard confirmed.

Commissioner Roberts made a motion to certify the list.

Commissioner Crutchfield seconded the motion.

Ayes: 2 Nays: 0

**Motion carried.**

## **B. Certification of the Police Sergeant Eligibility List**

Commissioner Crutchfield asked what a qualified list means. Peggy Howard explained that a qualified list is the candidates have taken a written test and passed as well as an oral exam and in accordance with their Union Contract they get points for seniority so these candidates are qualified based on the job description and job requirements and also the passing of the written and oral exams then they are placed in an order based on their scoring which is averaged (weighted) from the tests and seniority.

Commissioner Crutchfield asked if the testing was done in accordance to the rules and regulations of the Civil Service and Collective bargaining. Peggy Howard confirmed.

Commissioner Roberts made a motion to certify the list.

Commissioner Crutchfield seconded the motion.

Ayes: 2 Nays: 0

**Motion carried.**

## **Old Business**

### **A. Discussion regarding Firefighter Grievance Process**

Commissioner Roberts made a motion to table the discussion of the Firefighter Grievance Process until President Matt Vititoe is present.

Commissioner Crutchfield seconded the motion.

Ayes: 2 Nays: 0

## **Public Comments**

Mr. Selma Rankin spoke about the lack of diversity here in City Hall and that he would like to see that change.

Peggy Howard responded to Mr. Rankin.

Deputy Police Chief introduced Sergeant John Wahl who was selected as the new Police Sergeant.

## **Adjournment**

With no other business before the Commission, it was moved by Commissioner Roberts and supported by Commissioner Crutchfield to adjourn the meeting at 8:37 a.m.

Ayes: 2 Nays: 0

Motion carried.

Michelle J. LaVoy  
Civil Service Secretary  
June 10, 2015