



CIVIL SERVICE BOARD MEETING MINUTES NOVEMBER 19, 2020, 9:00 a.m.

BOARD MEMBERS PRESENT:	Richard L. Wright, Chairperson Maria E. Oria, Member Thomas J. Ritchie, Sr., Member
BOARD MEMBERS ABSENT:	
STAFF PRESENT:	Ken Thomas, Secretary and Chief Examiner Sheila Crum, Executive Assistant to the Civil Service Board James Johnson, Employment Analyst II
OTHER ATTENDEES:	Ariel Walker, Director, City Commission Norma Dickens, Senior Attorney

I. ROLL CALL

The Chairperson, Richard Wright, at 9:02 a.m., called the meeting to order. The Secretary and Chief Examiner called the roll. A quorum was present.

II. APPROVAL OF MINUTES

Mr. Ritchie moved, seconded by Ms. Oria to approve the October 22, 2020 meeting minutes. The Board unanimously approved the motion.

III. ACTION ITEMS

1. Ms. Oria moved, seconded by Mr. Ritchie, to approve the request to determine the new classification of Customer Service Technician (Part-Time) to be a noncompetitive position and to be in the labor series. The motion passed.
2. Mr. Ritchie moved, seconded by Mr. Wright, to approve the request to remove the following candidates from the eligible lists as noted:

Customer Service Technician I (#18 Open Competitive eligible list) – failed to respond to referral.

Administrative Typist II (#22 Open Competitive eligible list) – due to information revealed during the background investigation.

The motion passed.

IV. BOARD DISCUSSION ITEMS

None

V. BOARD COMMENTS

None

VI. SECRETARY AND CHIEF EXAMINER REPORT

None

VII. ADJOURNMENT

Mr. Ritchie moved, seconded by Ms. Oria, that the Civil Service Board meeting of November 19, 2020 be adjourned. The motion passed and the meeting was adjourned at 9:29 a.m.



Ken Thomas,
Secretary and Chief Examiner



Richard L. Wright, Chairperson