

MAUMELLE CIVIL SERVICE COMMISSION
MEETING MINUTES
March 14, 2022

COMMISSIONERS PRESENT: Billy Herrington, Chairman
Harvey Durham, Secretary
Sheila Sharp, Commissioner
Greg Northen, Commissioner

OTHERS PRESENT: City Attorney Melissa Krebs, Interim Fire Chief Scott Eaton,
Police Chief Cory Pickard, HR Director Doreen Mattes.

Absent: Commissioner John Wells,

Chairman Herrington opened the meeting at 6:00 PM.

Public Comments: NONE

Old Business:

Chairman Herrington ask for approval of Commission's meeting minutes for February 14, 2022. Commissioner Greg Northen moved to accept the minutes as written, seconded by Commissioner Sheila Sharp a 4 – 1 vote.

New Business:

Director of Human Resources requested an amendment to the March 14, 2022, meeting Agenda. Human Resources would like to have a written exam on or around April 29, 2022 for Division Chief.

Motion was made by Secretary Durham to approve a written exam for Division Chief on or around April 29, 2022. Commissioner Greg Northen seconded the motion. The motion was approved by a vote of 4-1.

- Chief Pickard to discuss a rule change regarding Officers making appeals to the written examination.

Motion was made by Commissioner Greg Northern to instruct City Attorney and HR Directory to draft a proposed amendment to the City's Rules and Regulations Promotional Examination section, regarding promotional applicants permitted to inspect his/her examination in person at the Department of HR. The Draft will have an internal department step before going to the HR Department. The motion was seconded by Commissioner Sheila Sharp. Motion passed by a 4 - 1 vote.

- Discussion on a draft of a rule change for consideration that the probationary period for a newly appointed Maumelle Uniformed Police Department Officers to be one (1) year for Certified Law Enforcement Officers and two (2) years for other uniformed new hired employees.

Motion was made by Commissioner Greg Northen to approve the draft language change from February 16, 2022 for advertisement and possible vote at the April 11, 2022 meeting. The motion was seconded by Commissioner Sheila Sharp. Motion passed by a 4 – 1 vote.

- Approval of a Civil Service recommendation that the City Council approve an Ordinance modifying the Uniformed Employee Handbook to be consistent with this Civil Service Rule changes.

Motion was made by Commissioner Greg Northen to table this item till the April 11, 2022 meeting. The motion was seconded by Secretary Durham. Motion passed by a 4 – 1 vote.

- Executive session to formulate Battalion Chief oral interview questions.

Motion was made by Commissioner Greg Northen, to table moving to Executive Session to formulate Promotional Oral Interview Questions till the April 11, 2022 meeting. The motion was seconded by Commissioner Sheila Sharp Motion passed by a 4 - 1 vote.

With no further business Commissioner Greg Northen moved to adjourn the meeting, seconded by Secretary Durham the motion to adjourn passed by a 4 – 1 vote at 6:17 PM.

The next regularly scheduled Commission meeting is scheduled for 6:00 PM, April 11, 2022.