

***Auburn Municipal Civil Service
Minutes– Meeting March 7, 2013 3pm***

Roll Call –

Commissioner DeAngelis called the meeting to order.

Civil Service Clerk; Anna Hlywa took the roll call. Present were Commissioner Chris DeAngelis, Commissioner Diane Gove and Commissioner Jack Hardy. Also present was CSEA representative Will Streeter and Director of Planning; Jenny Haines.

Approve minutes of meeting held on February 7, 2013

Motion to approve minutes by Commissioner Hardy, 2nd by Commissioner Gove. Motion carried 3-0.

Old Business

New Business

- Review and approve exam announcements:
 - #66-296 – Open Competitive Purchasing Assistant
 - #72-216 – Promotional Purchasing Assistant
 - #72-217 – Promotional Police Sergeant
 - # 66-293 – Open Competitive Code Enforcement Officer

Motion to approve all exam announcements made by Commissioner Gove. 2nd By Commissioner Hardy. During the discussion Anna mentioned that Chief Neagle did say he was coming and had a question in regards to the Police Sergeant exam announcement but was not aware what the question was. Commissioner DeAngelis decided to wait a few minutes to see if the Chief arrived. During the wait the HEO/Mechanic Position was discussed and how they have not received many applications and the position may need to be revisited to change the qualifications if requested by hiring authority and the Superintendent of PW. After waiting several minutes it was decided to approve the 3 other exam announcements and Anna will check with Chief Neagle to see if he wanted a change on the exam announcement. Motion carried 3- 0 to approve the exam announcements as presented for O/C and Promo Purchasing Assistant and O/C Code Enforcement Officer.

- Employee changes
- No Discussion had
- Upcoming schedule

No Discussion had.

Motion to adjourn meeting my Commissioner Gove 2nd by Commissioner Hardy. Motion carried 3-0.


Attest