

**Auburn Municipal Civil Service**  
***Minutes –Monthly Meeting Monday, December 12, 2016 – 6:30pm***

Commissioner Gove called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Chairperson Diane Gove, Commissioner Jack Hardy, Commissioner Laurie Turo. Also present: Police Chief Shawn Butler, Deputy Police Chief Roger Anthony, Fire Chief Joseph Morabito, and CSEA President Jessica Corcoran.

Approve minutes of Regular Meeting November 1, 2016. Commissioner Turo motioned to approve minutes. Commissioner Hardy 2<sup>nd</sup>. Carried 3-0.

Old Business

New Business

- Discussion of removal of candidate from Police Officer #64-471 eligible list. Candidate failed to respond within 15 business days to request for removal. Commissioner Hardy motioned to restrict candidate from Police Officer #64-471 eligible list. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion of the creation of the job title Department Medical Director within the Fire Department. Fire Chief Morabito gave background to the necessity of a Department Medical Director. Commissioner Hardy motioned to accept the minimum job duties and the creation of the title Department Medical Director. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion of accepting the requests of candidates for Police Officer agility exams, having completed exams in other jurisdictions. Discussion with Police Chief Butler and Deputy Police Chief Anthony regarding the time periods between exam and preparedness for academy. Discussion of the Police Department witnessing the effort by candidates during the agility exam. Waivers not granted. Action needed by the Commission - develop a retest policy for the Police Officer agility exam.
- Discussion of upcoming exams. On January Civil Service Commission agenda – Discussion of Police Sergeant exams – order exams or extend the life of Police Sergeant eligible list.
- Approval of promotional exam announcement #76-929 Fire Chief. Discussion of changes made. Commissioner Hardy motioned to accept exam announcement. Commissioner Turo 2<sup>nd</sup>. Carried 3-0.
- Discussion of Transfer rules procedures with Police Chief Butler, Deputy Police Chief Anthony, and Fire Chief Morabito.
- Motion to adjourn meeting by Commissioner Turo; 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0. Meeting adjourned 7:30 PM.

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Attest