



CIVIL SERVICE COMMISSION
Minutes of December 8, 2020

Present: Commission Members Eve Casserly; Josh Schamberger; and Lauren Merritt; Human Resource/Risk Manager Mike Funke; Chief of Police Shane Kron

Meeting was called to order at 12:05 PM.

Approve Agenda:

Motion by Schamberger; Second by Merritt; Motion passed all ayes.

Approve Minutes of October 15, 2020 meeting

Motion by Merritt; Second by Schamberger; Motion passed all ayes.

Consider Certification of the Lt. Promotional List

Chief Kron addressed the commission and gave an overview of the Lt. promotional process and how each of the two candidates scored. He also shared the comments made by the assessors about each candidate. He mentioned both candidates are up for the job and passed all segments of the process. Merritt asked if PowerPoint presentations was done often since that was an exercise of the assessment. Chief Kron said presentations yes but not necessarily using PowerPoint however it was made available to the candidates and each used it.

Motion by Merritt; Second by Schamberger; Motion passed all ayes.

Consider Certification of the Sgt. Promotional List

Chief Kron addressed the commission and gave an overview of the Lt. promotional process and how each of the two candidates scored. He also shared the comments made by the assessors about each candidate. He said the assessors were amazed at the high quality of all four candidates and that you just don't see a department having that many qualified, good candidates. All four participants passed all segments of the assessment. Schamberger asked how long the list is good with Kron replying 2 years. Kron mentioned he will have 2 immediate openings and will have a third shortly after the new year with a pending retirement.

Motion by Schamberger; Second by Merritt; Motion passed all ayes.

Consider Approval of the Police Officer Hiring Process

Chief Kron and HR/Risk Manager Funke asked the Commission to consider a new strategy in how the City goes about testing and recommending a hiring list for

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certification. It was stressed that the Commission will still have to certify a list of candidates eligible for hire. Evaluation of the current process indicates that advertising for a lengthy amount of time and setting one specific testing date does not show a good rate of attendance on the actual testing date. This lengthy process also does not help when a quick hire is necessary due to ILEA openings granted to the department.

Kron and Funke propose accepting applications on an ongoing basis. When it is felt a hiring list is needed, the department can immediately contact the group of applicants and go through the process. This will also fit into actively recruiting potential candidates and testing immediately rather than waiting and having candidates hired by other agencies before we even get a chance to see them.

The Commission approved the idea and will trust and has confidence in the City staff to see this idea to its most positive resolution. They request regular updates so that they can stay informed of the process.

Motion by Merritt; Second by Schamberger; Motion passed all ayes.

Other Business

None

Motion to Adjourn

Motion by Merritt; Second by Schamberger; Motion passed all ayes.

Meeting adjourned at 12:35 PM

Respectfully submitted,

Michael A. Funke, Human Resource/Risk Manager