

MINUTES OF THE

November 2, 2010

URBANA CIVIL SERVICE COMMISSION MEETING

Called by the Commission

Commission members present: Willard Broom, Marion Knight

Staff Members Present: Vacellia Clark, Liz Borman and Rhonda Collins

The meeting was called to order by Commissioner Broom at 9:35 a.m.

Approval of Minutes of the October 6, 2010 Civil Service Meeting - The minutes were approved by the Commissioners.

Approval of a passing score to establish the Civil Service Registers for Computer Systems Technician – Liz Borman provided a background summary of the application and scoring process including recruitment history for the position of Computer Systems Technician. She discussed the staff recommendation of setting the passing score to establish a register for the Computer Systems Technician position and certify said register. This will result in an eligible list consisting of 36 candidates. The commission approved the request.

Parking Enforcement Officer- position description change – This agenda item was deferred until the next meeting.

Change in residency language for Fire Fighters- Liz Borman discussed the tentative agreement between the City and IAFF for the 2010-2011 contract extension amending the residency requirements allowing Fire Fighters to reside within a 35 mile radius of the city limits of the City of Urbana. Staff requests approval for the language of the Rules (Rule 12.8) to mirror that of the proposed agreement as stated above. The commission approved the request.

Change promotional language in rule 6.6 to include Fire Lieutenants and Captains and scoring process – Liz Borman provide a background summary of Civil Service Rule 6.6- criteria used to establish promotional list for Company Officer in the Fire Department. In 2007, the City and IAFF agreed to replace the job title of “Company Officer” with “Lieutenant” and added the title of “Captain”. Furthermore, scoring for promotional exams relating to these two positions was amended to add seniority points and departmental points. Staff requests approval to for the language of the Rules to mirror that of the contract as stated above. The commission approved the request.

There being no further business to come before the Commission, the meeting was adjourned at 9:55 a.m.