

Civil Service Commission Agenda
by Telephone Conference, due to Covid-19
April 8, 2021, at 6:00 p.m.

- I. Call to Order Regular Meeting
- II. Roll Call
- III. Approve Regular Minutes from March 11, 2021
- IV. Correspondence

A. Animal Shelter:

Memo dated 03/01/2021 to Director Miles from Human Resources Director containing selection reports and recommendation to fill the vacancy Animal Control Officer. Concurrence dated 03/01/2021. Letter of hire effective (04/05/2021) sent to Amanda Allen.

B. Code Enforcement:

Letter of retirement effective (02/26/2021) received from Code Enforcement Officer, Gary Thornton.

Memo dated 03/29/2021 to Interim Director McHenry from Human Resources Director containing selection reports and recommendation to fill the vacancy Code Enforcement Officer. Concurrence dated 03/29/2021. Letter of promotion effective (04/05/2021) sent to Austin Everett and letter of promotion effective (04/19/2021) sent to Timothy McEuen.

C. Community Planning:

Letter of retirement effective (04/30/2021) received from Building Official, Rodger Greene.

D. Electric Department:

Memo dated 03/01/2021 to Director Springer from Human Resources Director containing selection reports and recommendation to fill the vacancy Tree Trimmer/Climber Assistant. Concurrence dated 03/01/2021. Letter of hire effective (03/15/2021) sent to Zackary Creech.

Letter of resignation effective (03/30/2021) received from Distribution Design Electric Engineer, Jared Northcutt.

Letter of resignation effective (04/02/2021) received from Excavator Assistant, Steven Keathley.

Memo dated 02/02/2021 to Director Springer from Human Resources Director containing selection reports and recommendation to fill the vacancy Journeyman Lineman. Concurrence dated 04/02/2021. Letter of hire effective (02/16/2021) sent to Timothy Hammonds.

E. Finance Department:

Memo dated 03/15/2021 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Fiscal Management Analyst. Concurrence dated 04/01/2021. Letter of hire effective (04/05/2021) sent to Vincent Insalaco III.

Letter of resignation effective (03/31/2021) received from Accountant Senior, Lance Carroll.

F. Fire Department:

Notification dated 03/15/2021 from Chief Tucker giving his selection and requesting letter of hire from the Commission for Entry Level Firefighter. Letter dated 03/15/2021 to John Holloway for effective dates of hire on 04/05/2021.

G. Parks and Recreation Department:

Memo dated 03/11/2021 to Director Shields from Human Resources Director containing selection reports and recommendation to fill the vacancy Administrative Technician. Concurrence dated 03/12/2021. Letter of hire effective (04/05/2021) sent to Stacia Chastain.

Memo dated 03/18/2021 to Director Shields from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 03/19/2021. Letter of hire effective (04/05/2021) sent to Theodore Thessing.

H. Police Department:

Letter of resignation effective (03/03/2021) received from Police Officer, Jacquese Rainey.

Memo dated 03/05/2021 to Chief Roulston from Human Resources Director containing selection reports and recommendation to fill the vacancy Administrative Secretary. Concurrence dated 03/05/2021. Letter of promotion effective (03/22/2021) sent to Cynthia Rice.

Letter of resignation effective (03/24/2021) received from Police Officer, John Webb.

Letter of retirement effective (04/30/2021) received from Officer First Class, Matthew Soderlund.

Letter of retirement effective (04/30/2021) received from Sergeant, Brandt Carmical.

Memo dated 03/15/2021 from Police Chief Thessing that Police Officer, Joshua Thomason, has completed his one-year probationary period effective (02/24/2021).

Memo dated 04/01/2021 from Police Chief Thessing that Officer Chris Brown has been promoted to Sergeant in the Patrol Division effective (04/01/2021).

I. Sanitation Department:

Letter of retirement effective (03/31/2021) received from Senior Driver, Altoria Tucker.

J. Street Department:

Memo dated 03/25/2021 to Director Lane from Human Resources Director containing selection reports and recommendation to fill the vacancy Drainage Crew Leader. Concurrence dated 03/25/2021. Letter of promotion effective (04/05/2021) sent to Steven Keathley.

K. Officer of the Month: Recognition:

V. Old Business: None.

VI. New Business:

A. Certify the eligibility list for ELFF #20074

B. Certify the eligibility list for PDS #20072 B

C. Excuse the absences of Mr. Moore and Mr. Ross.

VII. Public Comment:

VIII. Adjourn Regular Meeting