



Civil Service Commission Meeting

Date: June 5, 2023

Date: July 13, 2023 corrected minutes from June 5, 2023

In Attendance:

Linda Smith-Peterson, Commission Chair

Shirley Merritt, Commission Secretary

Herb Wilborn, Commission Member at Large

Letitia Linker, HR Director

Vito Kavaliunas, Fire Chief

Frank Consolo, Law Director - Conference call

- ❖ 1:15 p.m. Meeting called to order by Linda Smith-Peterson, Commission Chair.
 - Reading of prior Civil Service Minutes: Reading of May 25, 2023 by Linda Smith-Peterson. 2nd Herb Wilborn. Motion passed 3-0.
 - Fire Chief Vito Kavaliunas:
 1. Motion to approve: Lt. Promotional Testing Guidelines and Timelines as prepared by the HR Director. Motion made by Linda Smith-Peterson, Shirley Merritt 2nd. Motion passed 3-0.
 2. Motion to approve: a) Chief Promotional Exam Assessment Notice; b) Chief Promotional Exam Guidelines for Assessment; c) Application for Chief Exam; and d) Motion to approve: All of which are attached. Motion made by Linda Smith-Peterson, Shirley Merritt 2nd. Motion passed 3-0.

Meeting Adjourned: 2:08 p.m.

Next meeting: TBA