



Meeting Summary/Meeting Minutes

December 17, 2025

8:00am

City Hall and MS Teams

Commissioners/Board Members Present:

Virginia Chapman, Kevin Todd, Deborah Hall, Larry Smith and Jerome Armstrong

Staff Present: Megan Sarvela and Megan Mairs, HR and Curtis Burns, Law

Department Representative Present: Tony Fletcher (Fire), Troy Price (Police)

Members

Chairperson

Virginia Chapman

Commissioners

Deborah Hall

Kevin Todd

Larry Smith

Jerome Armstrong

1) CALL TO ORDER AND ROLL CALL

December 17, 2025, meeting of the Civil Service Commission was called to order at 8:00 am by Chairperson Chapman.

2) APPROVAL OF MINUTES

Motion made by Commissioner Smith and seconded by Commissioner Todd to approve the minutes of November 19, 2025 regular commission meeting. Motion passed unanimously.

3) COMMUNICATIONS

A) REPORTS FROM THE SECRETARY EXAMINER

- i) Lateral/Entry removal from eligibility lists.

B) COMMISSION REPORTS

- i) Deputy Fire Chief discussed the upcoming Academy on February 19, 2026. We were awarded 4 over hires and that will put us at 22 for the Academy.
- ii) Police Chief Price informed the Commission that they have 5 vacancies currently.

4) NEW BUSINESS

ITEM A: CERTIFY ENTRY LEVEL POLICE OFFICER ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

ITEM B: CERTIFY LATERAL POLICE OFFICER ELIGIBILITY LIST

Item Summary and Related Discussion
No motion to approve

ITEM C: CERTIFY POLICE RECORDS SPECIALIST LEVEL II ELIGIBILITY LIST

Item Summary and Related Discussion
No motion to approve

ITEM D: CERTIFY POLICE RECORDS SPECIALIST LEVEL III ELIGIBILITY LIST

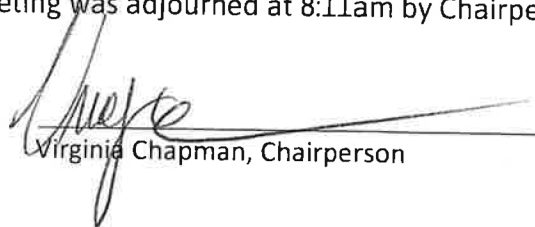
Item Summary and Related Discussion
No motion to approve

5) CITIZEN FORUM:

None

6) ADJOURNMENT:

December 17, 2025, Civil Service Commission meeting was adjourned at 8:11am by Chairperson Chapman via Teams and in-person.


Virginia Chapman, Chairperson