

Meeting Summary/Meeting Minutes

December 18, 2024

8:00am

City Hall and MS Teams

Commissioners/Board Members Present:

Virginia Chapman, Kevin Todd, Sandra Topalovic, Deborah Hall and Larry Smith

Staff Present: Lee Lofton, HR, Dan Lloyd, CAO, Megan Mairs and HR, Kayla Moore, HR

Guests: Tony Fletcher, Troy Price and Dean Tracy

1) CALL TO ORDER AND ROLL CALL

December 18, 2024, meeting of the Civil Service Commission was called to order at 8:03 am by Chairperson Chapman.

2) APPROVAL OF MINUTES

Motion made by Commissioner Smith and seconded by Commissioner Hall to approve the minutes of November 20, 2024 regular commission meeting. Motion passed unanimously.

3) COMMUNICATIONS

A) REPORTS FROM THE SECRETARY EXAMINER

- i) Lateral/Entry removal from eligibility lists.
- ii) No updates

B) COMMISSION REPORTS

Members

Chairperson

Virginia Chapman

Commissioners

Deborah Hall

Sandra Topalovic

Kevin Todd

Larry Smith

- i) Deputy Fire Chief Fletcher informed the commission that they have two Battalion Chief openings and plan on promoting from this list to be approved today. Fire Captain exam will be happening in January.
- ii) Deputy Police Chief Price informed the commission that Erica Nielsen was appointed to Deputy Police Chief, Pat Moore appointed to Assistant Police Chief and Spencer Harris was promoted to Lieutenant. The Lieutenant exam will be held on January 8th and 9th.

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
Approved and certified

ITEM C: CERTIFY POLICE RECORDS SPECIALIST ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

ITEM D: CERTIFY BATTALION CHIEF ELIGIBILITY LIST

Item Summary and Related Discussion
Approved and certified

5) CITIZEN FORUM:

None

6) ADJOURNMENT:

The December 18, 2024, Civil Service Commission meeting was adjourned at 8:11am by Chairperson Chapman via Teams and in-person.


Virginia Chapman, Chairperson