

CITY OF SHELTON
Civil Service Special Meeting
June 27, 2018
Shelton Civic Center Meeting Room

Present: Commission Members: Commissioner John Tarrant, Commissioner Marilyn Vogler

Commission Secretary/Examiner: Mari Herold/Vicki Look

City Staff: Police Chief Darrin Moody

Meeting Called to Order: Commissioner Tarrant called the meeting to order at 9:04 AM

Approval of Minutes: The following minutes were reviewed and approved: *April 24, 2018*

Chairperson, John Tarrant announced that he would like to step down as Chairperson of the Commission, and requested that an agenda item be added to the next Commission meeting to select a new Chair and Vice Chair for the Commission.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

Secretary/Examiner (S/E) Request:

1. Staff requested the Commission to certify the eligibility list for the position of Lateral Police Officer for the City of Shelton.

Discussion ensued regarding the duration of Certified Eligibility lists. Examiner Look reported that a certified list was valid for 30 days. A request was made to add an agenda item to the next meeting to extend validity of a certified lateral eligibility list to 60 days.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

2. Staff requested the Commission to certify the eligibility list for the position of Entry Level Police Officer for the City of Shelton.

Commissioner Vogler asked for clarification and/or confirmation regarding the duration of a certified list, and whether an applicant, whose Continuous Testing Eligibility List validity date expires, must be removed from a previously certified list. Answers will be provided at the next meeting.

After brief discussion, a motion was made, and seconded; a vote was taken and the motion passed.

Other Business:

1. **Commissioner Vogler** requested that she would like definitions/explanations of the registers, lists, Rule of 5, etc.

Secretary Herold will provide general information and definitions at next regularly scheduled meeting. The annual Civil Service Conference held in September is another good resource. Ms. Herold will send Conference information to the Commissioners as soon as it becomes available.

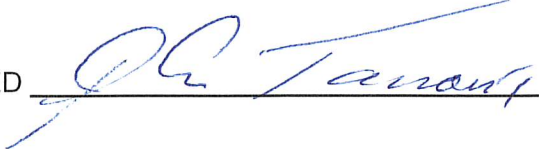
2. Chief Moody reported on upcoming staff retirements, and potential open positions.

Public Comment: There was no public comment.

Next Meeting Scheduled: The next meeting will be announced

The meeting was adjourned at 9:40 AM

Submitted by: Mari Herold

APPROVED  Chair John Tarrant