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## MEETING MINUTES

### 1. CALL TO ORDER / ROLL CALL

The Civil Service Regular Meeting was held via video conference and was called to order at 3:05 p.m. by Chair Melanie McAllester. Also in attendance were Commissioners Tarry Decker, Susie Burdick, Don Rulien and John Sandage. A quorum was present.

### 2. CONFLICT OF INTEREST DISCLOSURE

Each Commissioner reported no conflicts of interest.

### 3. PUBLIC COMMENT

No members of the public were in attendance.

### 4. NEW BUSINESS

- a. INTRODUCTIONS: Each commissioner and attendee introduced themselves
- b. ELECT CHAIR/VICE CHAIR  
MOTION: I nominate Melanie McAllester as Chair  
DECKER/RULIEN: The motion was passed.  
MOTION: I nominate Tarry Decker as Vice Chair  
BURDICK/RULIEN: The motion was passed.
- c. CONSIDER REGULAR MEETING DAY/TIME  
MOTION: I move to change the monthly meeting to the first Tuesday of the month at 9 am  
RULIEN/DECKER: The motion was passed.
- d. APPROVE NOVEMBER 3, 2021 REGULAR MEETING MINUTES  
MOTION: I move to approve the November 3, 2021 regular meeting minutes  
BURDICK/DECKER: The motion was passed.

### 5. UNFINISHED BUSINESS

- a. INTRODUCTION TO POTENTIAL RULE CHANGES TOPIC  
Attorney Snyder provided an overview of possible changes to the Civil Service Rules to enhance recruiting efforts. The commission will discuss this topic in depth at their next meeting.

### 6. REPORT BY CHIEF OF POLICE

- Chief Clark provided a general update on the activities of the police department.

### 7. REPORT BY INTERIM SECRETARY/CHIEF EXAMINER

- Secretary/Chief Examiner pro tem Kate Brown provided an update on interview timelines.

### 7. ADJOURNMENT

The meeting was adjourned at 3:54 pm.

Melanie McAllester, Chair

Kate Brown, Secretary/Chief Examiner pro tem