



MEETING MINUTES

1. CALL TO ORDER / ROLL CALL

3:04 PM

The Civil Service Regular Meeting was held via video conference and was called to order at 3:04 p.m. by Chair Shae Daberkow. In attendance by video were Commissioners Tarry Decker, Melanie McAllester, Jo Vander Stoep and Don Rulien. A quorum was present.

2. CONFLICT OF INTEREST DISCLOSURE

Each Commissioner reported no new conflict of interest since the last meeting.

3. PUBLIC COMMENT

No members of the public were in attendance.

4. NEW BUSINESS

A. ELECT CHAIR/VICE CHAIR

MOTION: I move to appoint Shae Daberkow as Chair.

VANDER STOEP/RULIEN: The motion passed unanimously.

MOTION: I move to appoint Melanie McAllester as Vice Chair.

VANDER STOEP/DECKER: The motion passed unanimously.

B. APPROVE OCTOBER 7, 2020 REGULAR MEETING MINUTES

Motion: I move to approve the October 7, 2020 regular meeting minutes.

DECKER/RULIEN: The motion passed unanimously.

5. REPORT BY CHIEF OF POLICE

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

6. REPORT BY INTERIM SECRETARY/CHIEF EXAMINER

Interim Secretary/Chief Examiner provided an update on the hiring of the Human Resources Analyst position, which is assigned to support the commission. The Commission agreed to schedule an executive session at a future meeting to discuss the requirements of the position and the qualifications of the applicant.

7. ADJOURNMENT

The meeting was adjourned at 3:34 pm.

for Shae Daberkow, Chair

Kale Brown, Interim Secretary/Chief Examiner