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## MEETING MINUTES

### 1. CALL TO ORDER / ROLL CALL - 2:07 PM

The Civil Service Special Meeting was held via video conference and was called to order at 2:07 p.m. by Chair Melanie McAllester. Also in attendance were Commissioners Tarry Decker, Don Rulien and Joanna Vander Stoep. 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. APPROVE JULY 7, 2021 REGULAR MEETING MINUTES

MOTION: I move to approve the July 7, 2021 regular meeting minutes

RULIEN/DECKER: The motion was passed.

#### • APPOINT SECRETARY/CHIEF EXAMINER PRO TEM

MOTION: I move to appoint Kate Brown as our pro tem civil service secretary and chief examiner

RULIEN/DECKER: The motion was passed.

### 5. UNFINISHED BUSINESS

#### • SET SCHEDULE TO DISCUSS POTENTIAL RULE CHANGES

There was consensus to discuss any potential rule changes when the vacant commissioner position is filled, and when the regular secretary/chief examiner will return to the office. The September regular meeting will be cancelled to allow time for rule change materials to be developed and for the vacant commissioner position to be filled.

### 7. ADJOURNMENT

The meeting was adjourned at 2:25 pm.

Melanie McAllester, Chair

Kate Brown, Secretary/Chief Examiner pro tem