

CIVIL SERVICE COMMISSION
Minutes of May 5, 2023

Present: Commission Members Ron Wenman; Josh Schamberger; Eve Casserly
Human Resource/Risk Manager Mike Funke; Lt. Summers

Meeting was called to order at 10:02 AM.

Approve Agenda:

Motion by Wenman Second by Schamberger; Motion passed all ayes.

Approve Minutes of March 9, 2023 meeting

Motion by Wenman Second by Schamberger; Motion passed all ayes.

Consider Certification of the Police Officer Hiring List

Funke presented a list of one for the commission to consider. He gave a brief bio of the candidate. Funke mentioned there were multiple applicants since the last list was certified however only one was able to pass the requirements to get an interview. He mentioned that if approved and the candidate passes the employment process, the hire date will occur prior to the ILEA start date in September. The committee inquired how many more to go to have a full staff. Funke replied if this candidate is hired they will be one short of full staff.

Motion by Wenman Second by Schamberger; Motion passed all ayes.

Consider Certification of the Lieutenant Promotional List

Funke presented a list of one for the Commission to consider. He reminded the members that nobody within the department with the necessary minimum qualifications applied. Therefore, as civil service rules and the adopted process allows, the position may be filled through testing. Funke gave a brief bio of the candidate and stated confidence in this candidate achieving success at Lieutenant.

Motion by Schamberger Second by Wenman; Motion passed all ayes.

Consider Certification of the Sergeant Promotional List

Funke presented a list of 7 to the Commission to consider. He stated they all went through an interview with the Chief; and interview of 3 City staff members; an interview with local law enforcement administrators; and a two-day assessment center. All 7 applicants were deemed fit to become a Coralville Police Sergeant. The top 3 did separate themselves from the rest of the group however the Chief may select to promote in any order on the list. Wenman asked what the education was of the top 3 and Summers replied with their current degrees, all of which were 4-year degrees or higher.

Motion by Schamberger Second by Wenman; Motion passed all ayes.

Other Business

Eve Casserly announced that it is her intent to resign from the Commission. The members were understanding of her wishes and begrudgingly accepted the news. She will serve until a replacement is found or through end of the year. It was stated that Eve has been an original member of the Civil Service Commission and her service has been valuable and appreciated. The members were asked to think of who within the community may be good to fill the role.

Motion to Adjourn

Motion by Schamberger Second by Wenman; Motion passed all ayes.

Meeting adjourned at 10:15 AM

Respectfully submitted,

Michael A. Funke, Human Resource/Risk Manager