

AGENDA

GREEN CIVIL SERVICE COMMISSION MEETING

OCTOBER 19, 2022

6:00 p.m. - CAB - CONFERENCE ROOM B

I **Call to Order**

II **Roll Call**

III Approval of the September 14, 2022 meeting minutes

IV **Correspondence**

- A. Expense Reports ending September 30, 2022
- B. Review and Sign Staffing Requisitions
 - a. Fire Captain (2023 retirement)
 - b. Fire Lieutenant (anticipated promotion)
- C. Review and Sign Payroll Forms
 - a. Doyle Bohaychuk (Service Worker III - Retirement)
 - b. Matthew Sample (Fire Medic - Retirement)
 - c. Richard Sanderson (Service Worker II - Service Worker III - Promotion)
 - d. Joshua Stiles (Service Worker II - Transfer to Storm Water Division)
 - e. Zachary Shier (Fire Medic - New Hire)

V **New Business**

- A. Review applications submitted for the Account Clerk exam to determine who is qualified to test

VI **Old Business**

- A. Signing of the Service Worker I and II eligibility lists
 - a. *Note: Mrs. Baer signed the score letters and they were mailed out October 6, 2022.*
- B. Eligibility List/Requisition Status:
 - a. Extension of Fire Medic eligibility list

<u>Active Eligibility Lists:</u>	<u>Open Requisitions:</u>
Secretary Expires 3/10/2023	Account Clerk (to test and establish an eligibility list) Signed by CSC 9/14/2022
Fire Lieutenant Expires 12/27/2022	Fire Captain (to test and create an eligibility list) To be signed by CSC 10/19/2022
Fire Medic Expires 2/07/2023	Fire Lieutenant (to test and create an eligibility list) To be signed by CSC 10/19/2022
Service Worker I Expires 10/19/2023	
Service Worker II Expires 10/19/2022	

VII **Motion to Adjourn**