

CIVIL SERVICE COMMISSION

MINUTES

DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION

Silverton Fire District

9:00 A.M. April 13, 2023

Station #1 (Silverton)

I. ROLL CALL:

Randal Thomas, Chairman
Chris Redling, Commissioner
Steven Dye, Commissioner

ABSENT:

All Commissioners present

IN ATTENDANCE:

Chief Miles, AC Grambusch, Office Administrator Cantu, Administrative Assistant Tolmachoff, Lt. Brown, FF Miller, Lt. Smith, FF Hughes, Director Mengucci

CALL TO ORDER:

The meeting was called to order at 9:00 a.m.

II. PUBLIC COMMENT:

No public comments were provided at this meeting.

III. APPROVAL OF AGENDA:

Chairman Thomas called for a motion to approve the Civil Service Agenda. Commissioner Dye made a motion to approve the agenda as presented. Commissioner Redling seconded the motion. The motion passed unanimously.

(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

IV. APPROVAL OF MINUTES:

Commissioner Redling made a motion to approve the minutes of the March 23, 2023 Civil Service Commission Meeting as written. Commissioner Dye seconded the motion. The motion passed unanimously.

(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

V. PUBLIC HEARING CIVIL SERVICE RULES:

a) Open Public Hearing

Chairman Thomas opened the public hearing regarding Civil Service Rules at 9:02a.m. Chief Miles reported that after consulting with the attorney for the Silverton Fire District, the recommendation would be to keep bullet G under Rule VII, Section 5 Disqualification of Applicants. After discussion, the Civil Service Commission agreed to keep bullet G under Rule VII, Section 5 Disqualification of Applicants. Chairman Thomas commented that suggested revisions reflected within Rule X, Probationary Period, Section 2 Duration of Probationary Period and Rule XIV, Records and Reports, Section 3 Destruction of Records reflected accurately.

b) Public Comment

Chairman Thomas opened public comments at 9:10a.m. No comments were provided by the public or attendees regarding the Civil Service Rules. Chairman Thomas closed public comments at 9:11a.m.

c) **Close Public Hearing**

Chairman Thomas closed the public hearing regarding Civil Service Rules at 9:12a.m.

VI. FIRE CHIEF REPORT:

Chief Miles reported that Keith Smith accepted the Chief Examiner position with the Civil Service Commission and met to review the Personal Services Contract. Chief Miles reported that both sides agreed to the terms of the agreement. Chairman Thomas congratulated Mr. Smith and extended a welcome from the Commission.

VII. ADOPT CIVIL SERVICE RULES:

Chairman Thomas called for a motion to adopt the Civil Service Rules. Commissioner Dye made a motion to adopt the Civil Service Rules as discussed. Commissioner Redling seconded the motion. The motion passed unanimously.

(Commissioner Dye: Aye, Commissioner Redling: Aye, Chairman Thomas: Aye)

VIII. CHIEF EXAMINER CONTRACT REVIEW

Chief Miles stated that the Chief Examiner contract was available for review by the Commissioners and briefly touched upon a few items within the contract. After discussion amongst the Civil Service Commission, it was decided that any Commissioner could schedule a one-on-one review with Chief Miles to review the Personal Services instead of scheduling an Executive Session at the next meeting.

IX. SCHEDULE FUTURE MEETING:

The Commission agreed to schedule the next meeting on May 11, 2023 at 9:00 a.m. Agenda items will include hiring plans for vacant positions and civil service budgeting. After discussion, it was agreed by the Civil Service Commission, direct communication with the Civil Service Commission would come from Chief Miles with coordination from the Chief Examiner through email. Any reports or updates would be provided to the Board of Directors by Chief Miles and/or the Chief Examiner. Chairman Thomas stated that he would attend a board meeting in the future to introduce himself and provide information to the Board of Directors.

XI. ADJOURNMENT:

With no further business to come before the Commission, the meeting was adjourned at 9:31a.m.

Approved this 11 day of MAY, 2023.



Chairman