

The Civil Service Commission held its regular meeting at 6:00 p.m. on March 10, 2022 by Telephone Conference, due to Covid-19.

Members present:

Chairman, Rick Thurow
Vice Chairman, Artis Boykin
Secretary, Lillian Williams
Mr. Mike Moore
Mr. Mike Ross

Others present:

Amber McDonnell, Recording Secretary
Betty Anderson, Human Resources Director
Nicole Paladino, Assistant City Attorney

I. Call To Order Regular Meeting:

II. Roll Call: Members present answered to their name – Artis Boykin, Mike Moore, Mike Ross, Lillian Williams and Chairman Rick Thurow. Members absent – Anita Cameron and Bob Fleckenstine.

III. Approve Regular Minutes: A motion was made by Ms. Williams, seconded by Mr. Moore, and passed unanimously to approve the minutes of the regular meeting held February 10, 2022.

IV. Correspondence: A motion was made by Ms. Boykin, seconded by Mr. Moore, and passed unanimously to accept and file the correspondence.

A. Animal Shelter Department:

Memo dated 01/26/2022 to Director Miles from Human Resources Director containing selection reports and recommendation to fill the vacancy Office Assistant III. Concurrence dated 01/27/2022. Letter of hire effective (02/14/2022) sent to Deborah Caplinger.

B. Electric Department:

Letter of resignation effective (02/14/2022) received from Apprentice Meterman I, Ricky Bettis.

Memo dated 01/24/2022 to Director Springer from Human Resources Director containing selection reports and recommendation to fill the vacancy Senior Distribution Staker. Concurrence dated 01/27/2022. Letter of hire effective (02/14/2022) sent to Richard Hoyt.

Letter of resignation effective (02/16/2022) received from Tree Trimmer/Climber Assistant, William Black.

Memo dated 02/16/2022 to Interim Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy General Construction Supervisor. Concurrence dated 02/18/2022. Letter of promotion effective (02/18/2022) sent to William Lewis.

Memo dated 02/01/2022 to Director Springer from Human Resources Director containing selection reports and recommendation to fill the vacancy Mapping Specialist. Concurrence dated 02/02/2022. Letter of hire effective (03/14/2022) sent to Andrea Roberts.

C. Emergency Services Department:

Letter of resignation effective (02/19/2022) received from Public Safety Dispatcher I, Valerie Tolentino.

D. Finance Department:

Memo dated 01/24/2022 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Accounts Payable Supervisor. Concurrence dated 01/24/2022. Letter of hire effective (02/22/2022) sent to Michael Weed.

Memo dated 02/11/2022 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Accountant Senior. Concurrence dated 02/12/2022. Letter of promotion effective (02/21/2022) sent to Keith Ivey.

E. Fire Department:

Letter dated 01/25/22 from Chief Tucker requesting sufficient names for promotion of Captain and Lieutenant due to the retirement of Captain RA Shaw and retirement of Lieutenant JM Fender. Letter with names sent from the Commission. Letter of selection received from Chief Tucker. Letter of promotion effective (02/14/22) sent from the Commission to Lt. Nicholas Frey to the rank of Captain.

“Notice of Discharge” of probationary Firefighter, effective 02/16/2022: Alvin Williams, III.

F. Information Technology Department:

Memo dated 02/11/2022 to Director Barber from Human Resources Director containing selection reports and recommendation to fill the vacancy Data Processing Technician/Data Analyst. Concurrence dated 02/14/2022. Letter of hire effective (02/21/2022) sent to Stacy Tustison.

G. Parks and Recreation Department:

Memo dated 01/24/2022 to Director Shields from Human Resources Director containing selection reports and recommendation to fill the vacancy Water Systems Specialist – Plumbing/Irrigation. Concurrence dated 02/10/2022. Letter of promotion effective (01/31/2022) sent to Christopher Pellman.

Memo dated 02/15/2022 to Director Shields from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 02/15/2022. Letter of hire effective (02/22/2022) sent to Stephen Rakes, letter of hire effective (02/28/2022) sent to Printis Weston and letter of hire effective (03/07/2022) sent to Trevis Amos.

Letter of resignation effective (03/11/2022) received from Parks Maintenance Worker, Donald Raglin.

E. Police Department:

Letter of resignation effective (02/05/2022) received from Police Officer, Deshundra Johnson. Memo dated 02/17/2022 from Chief Thessing that Officer Joshua Threlkeld has been assigned to the Training Division effective (02/19/2022).

Memo dated 02/17/2022 from Chief Thessing that Officer Robert Cupps has been assigned to the Patrol Division effective (02/18/2022).

H. Senior Citizens Center Department:

Memo dated 02/28/2022 to Director Carr from Human Resources Director containing selection reports and recommendation to fill the vacancy Assistant Facility Manager. Concurrence dated 03/01/2022. Letter of promotion effective (03/07/2022) sent to Nadia Johnson.

I. **Letters of Appreciation:**

Fire Lieutenant: T. Irby, **Police Officers:** R. Beaston, J. Fisher and D. Lester.

V. Old Business: None.

VI. New Business:

A. A motion was made by Mr. Moore, seconded by Ms. Williams, and passed unanimously to certify the 2022 North Little Rock Fire Department Examination for Promotion to Battalion Chief.

B. A motion was made by Mr. Moore, seconded by Ms. Boykin, and passed unanimously to certify the Public Safety Dispatcher (PSD) #20072 G.

C. A motion was made by Mr. Moore, seconded by Ms. Boykin, and passed unanimously to certify the memo dated 03/10/2022 to the Commission from I/O Specialist, Jamie Wallace submitting criteria for the 2022 Police Department Promotional Examination: Captain.

D. A motion was made by Ms. Williams, seconded by Ms. Boykin, and passed unanimously to certify the eligibility list for Entry Level Police Officer (ELPO) #22012.

- E. The Commission agreed all in favor to excuse the absences of Mr. Ross, from the December 9, 2021, January 13, 2022, and February 10, 2022, regular meetings. Mr. Ross stated Ring Central only allowed him to be an attendee and not speak, but I was able to listen to the meetings.
- VII. Public Comment: Ms. Anderson mentioned that when it starts to get warm, and when the covid numbers start to get back to normal, I want to start meeting in person again this summer. For the commissioners that call in, I will have the conference telephone number if you are out of town for an emergency and can't be there, and we'll start back again on the first floor of the City Services Building. Ms. Boykin asked if the mask mandate has been removed from City Hall. Ms. Anderson stated we never had one. We could ask you to wear one, but we couldn't make you because it is against state law.
- VIII. Adjourn: A motion was made by Mr. Moore, seconded by Ms. Williams, and passed unanimously to adjourn the regular meeting at 6:11 p.m. until the next scheduled meeting to be held on Thursday April 14, 2022, at 6:00 p.m., by telephone conference due to Covid-19.

Rick Thurow, Chairman

Amber McDonnell, Recording Secretary