

Waverly Civil Service
Minutes August 18, 2006

The August 18th meeting of the Civil Service Commission was called to order at 1:00 p.m.. Members present were William Westendorf, Earnest Brandt, and And James Denner. The Waverly Police Department was represented by Assistant Chief Jerry Greenlee.

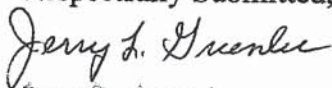
Assistant Chief Greenlee informed the Commission that upon his retirement in December 2006, the assistant chief position would not be filled. The city is requesting the approval of Civil Service rules changes to allow for the promotion of two sergeants to the rank of captain. One captain to supervise the patrol division and one to supervise the investigation division these positions would be exempt (non union) employees. Commission members were provided with proposed changes to the civil service rules and regulations and copies of the Captains job descriptions. Bill Westendorf motioned to accept the proposed changes to the rules and regulation as written, Second by Ernie Brandt. On a voice vote the motion carried and proposed changes are accepted.

An additional change to rules and regulations was requested in regards to the promotional examination for Sergeants under section 10. The proposed change is to remove the words "written examination" and replace with "an examination as defined in chapter 3, Section 1 of the Civil Service Rules and Regulations". Bill Westendorf also suggested that in this section it states that "Applicants must take part in an interview with the Assistant Chief, a Sergeant or Detective and one member of the Civil Service Commission", he suggested the line should read "Applicant must take part in an interview with the Assistant Chief/Captain, Sergeant or Detective and one member of the Civil Service commission". Motion by James Denner, Second by Ernie Brandt to approve the stated changes. On a voice vote motion carried and proposed change was accepted.

Permission from the commission was requested to begin to Captain's Promotional Process with the promotions becoming effective after January 1, 2007. Motion by Bill Westendorf, 2nd by James Denner to approve the request. On a voice vote the motion carried.

Final action, Chairman Ernie Brandt signed the Civil Service Rules and Regulation with the approved changes added. Meeting was adjourned at 1:28 p.m.

Respectfully Submitted,



Jerry L. Greenlee
Assistant Chief