



MINUTES
CIVIL SERVICE COMMISSION
SPECIAL MEETING
NOVEMBER 9, 2011
6:00 P.M.

The Civil Service Commission of the City of Forest Hill met on the above date at 6:00 p.m. with Commissioner Tony Santiago presiding. The following Commissioners and officials were present: Commissioners Gene Pirtle and Pamela Stockton; City Manager Sheyi Ipaye, and Civil Service Director Jaynice Porter-Brathwaite.

Opening Agenda:

- A. Call to Order
- B. Quorum Check

With a quorum present, Commissioner Santiago called the meeting to order at 6:05 p.m.

- C. **Consent Agenda:** All consent agenda items are considered to be routine by the Civil Service Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Civil Service Commission member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

1. Consider minutes of the May 6, 2011 Special Civil Service Commission meeting.

Commissioner Stockton had not received her Oath of Office as of this meeting.

Commissioner Pirtle made a motion to approve the May 6, 2011, Special Civil service meeting minutes; motion seconded by commissioner Santiago, this passed as follows:

Ayes: Commissioners Pirtle and Santiago
Nays: None

New Business:

2. Open discussion and vote for Civil Service Commission Chair member.

Commissioner Pirtle nominated Commissioner Santiago for Chair member; Commissioner Pirtle made a motion to approve nomination of Commissioner Santiago for Chairman. Seconded by Commissioner Santiago, this passes as follows:

Ayes: Commissioners Pirtle and Santiago
Nays: None

E. Deliberation Agenda:

3. Discuss and consider action regarding the Commission opening the Fire Lieutenant promotional examination to any fire fighters who are currently in the next lower rank Driver/Engineer, without regard to length of time served in that rank.

Commissioner Pirtle motioned to approve opening the Fire Lieutenant promotional examination to any fire fighters who are currently in the next lower rank Driver/Engineer, without regard to length of time served in that rank. Seconded by Commissioner Santiago, this passes as follows:

Ayes: Commissioners Pirtle and Santiago

Nays: None

4. Discuss and consider certifying eligibility list for Entry Fire Fighter examination dated May 21, 2011.

Commissioner Pirtle motioned to approve certifying eligibility list for Entry Fire Fighter examination dated May 21, 2011. Seconded by Commissioner Santiago, this passes as follows:

Ayes: Commissioners Pirtle and Santiago

Nays: None

5. Discuss and consider action for the Commission to modify Out-of-class pay for Police.

Chief Herbert explained that he wanted to get talks started regarding the Police department out-of class pay and how it is currently paid and to introduce his modification of it. He said that out-of-class pay should not be paid to Police management staff because it is apart of their regular duties if they had to fill in for a few days. He is researching other City governments to see how they handle out-of-class pay and then revisit this issue with the commission.

Commissioner Pirtle motioned to table item #5. Seconded by Commissioner Santiago, this passes as follows:

Ayes: Commissioners Pirtle and Santiago

Nays: None

G. Adjournment

With no further business to discuss the Civil Service Commission adjourned at 6:25 p.m.

Jaynice Porter-Brathwaite
~~Acting~~ Civil Service Director