

**MINUTES OF A SPECIAL MEETING**  
CREST HILL CIVIL SERVICE COMMISSION  
March 12, 2020

Commissioner Weiss called the meeting to order at 8:00 a.m.

Roll Call

Present: Commissioner Frank Blaskey, Commissioner Nick Weiss, Assistant City Administrator/Human Resources Director Megan Fulara, Police Chief Ed Clark

Approval of Minutes

Commissioner Weiss moved to approve the minutes of the January 23, 2020 Civil Service Commission meeting. Commissioner Blaskey seconded the motion. The motion was unanimously approved.

Old Business

- a. Discussion of 2020 Police Testing  
Police Chief Ed Clark gave an overview of the array of services available for testing by Stanard and Associates. The Commission discussed and determined City staff could again administer and proctor written testing for entry level candidates. The Commissioners agreed that staff could also administer oral interviews for entry level candidates and that one or all of them may also participate on the panel. The Commission maintained they would like to see Stanard conduct promotional police testing.

New Business

- a. Requisition of one candidate from the Receptionist Clerk Eligibility List to fill a vacancy.  
Commissioner Blaskey moved to requisition one candidate from the Receptionist Clerk Eligibility List to fill a vacancy. Commissioner Weiss seconded the motion. The motion was unanimously approved.
- b. Requisition of two candidates from the Police Eligibility List to fill a vacancy.  
Commissioner Weiss moved to table this item until the next Civil Service meeting.  
Commissioner Blaskey seconded the motion. The motion was unanimously approved.
- c. Requisition of two candidates from the Sergeant's Promotional List to fill a vacancy.  
Commissioner Weiss moved to requisition two candidates from the Sergeant's Promotional List to fill a vacancy. Commissioner Blaskey seconded the motion. The motion was unanimously approved.
- d. Memorandum of Understanding regarding transfers in the Public Works Department.  
Commissioner Weiss moved to approve a Memorandum of Understanding regarding transfers in the Public Works Department now that eligibility lists are being created for both Streets and Utilities. The Commission noted it is not the intent of the Board to prohibit any current, qualified, Public Works laborer from applying to transfer within the Department should a vacancy occur. Commissioner Blaskey seconded the motion. The motion was unanimously approved.

Public Comment

None

Adjournment

Commissioner Blaskey moved to adjourn the meeting. Commissioner Weiss seconded the motion. The motion was unanimously approved and the meeting adjourned at 8:27 a.m.

**Approved September 24, 2020**

Patrick Camden, Chairman  
Nick Weiss, Commissioner  
Frank Blaskey, Commissioner