

MINUTES OF THE

January 24, 2007

URBANA CIVIL SERVICE COMMISSION MEETING

Called by the Commission

Commission members present: Paul Parker and Willard Broom

Staff Member Present: Vacellia P. Clark

There being a quorum, the meeting was called to order by Commissioner Parker at 11:01am.

1. **Approval of Minutes of the September 14, 2006 Civil Service Meeting**
- The minutes were approved by the Commissioners.
2. **Establish Exam passing score for Grants Coordinator II (HOME)** – Commission postponed certification of register. Commissioner Parker recommended establishing a cut off using numeric scoring rather than the proposed “met” “not met” criterion presented. Commissioner Broom concurred.
3. **Void register for Police Lieutenant and Police Sergeant** – Per the request of Police Chief Bily and the Personnel Manager Vacellia Clark, the Commission decertified the 2004 registers for Police Lieutenant and Sergeant.
4. **Discuss training needs for Civil Service Commissioners** – A general discussion about training needs took place with Commissioner Parker and Commissioner Broom; they asked that the Personnel Manager follow-up with recommended training ideas.

There being no further business to come before the Commission, the meeting was adjourned at 11:25am.

Vacellia P. Clark
Secretary, Civil Service Commission