



**CITY OF ARLINGTON  
CIVIL SERVICE COMMISSION  
MEETING MINUTES**

**Wednesday, August 5, 2020  
City Council Chambers  
110 E. 3<sup>rd</sup> St.**

---

**Commissioners Present:** Kay Duskin, Thad Hovis and Holly Sloan-Buchanan

**Staff present:** Fire Chief Dave Kraski, Police Services Manager Terry Quintrall and Chief Examiner/Secretary James Trefry.

Commissioner Duskin called the meeting to order at 9:04 A.M.

**Approval of the Agenda**

Commissioner Sloan-Buchanan moved to approve the agenda. Commissioner Hovis seconded the motion, which was carried.

**Visitors**

None.

**Consent Agenda**

Commissioner Sloan-Buchanan moved to approve the Consent Agenda consisting of the minutes of the July 1, 2020 regular meeting as amended to correct the date in the draft minutes to July 1, 2020 and location to Council Chambers. Commissioner Hovis seconded the motion, which was carried.

**NEW BUSINESS**

**Fire Department Report**

Chief Kraski updated the Commission on the recruitment for two open Firefighter/EMT positions replacing departing staff who are going to South County Fire.

Chief Kraski and Chief Examiner/Secretary Trefry reviewed the Firefighter/EMT Written Test Results from July 21, 2020.

Commissioner Sloan-Buchanan moved to approve the Firefighter/EMT Written Test Results from July 21, 2020. Commissioner Hovis seconded the motion, which was carried.

Chief Kraski and Chief Examiner/Secretary Trefry reviewed the Firefighter/EMT Oral Board Results from July 30, 2020.

Commissioner Sloan-Buchanan moved to approve the Firefighter/EMT Oral Board Results from July 30, 2020. Commissioner Hovis seconded the motion, which was carried.

Chief Examiner/Secretary Trefry reviewed the Interim Firefighter/EMT Eligibility List dated July 30, 2020. No action requested.

Chief Kraski and Chief Examiner/Secretary Trefry reviewed the requested Firefighter/EMT Eligibility List Removals.

Commissioner Sloan-Buchanan moved to approve the Firefighter/EMT Eligibility List Removals of Julian Gilman and Braydon Nealey. Commissioner Hovis seconded the motion, which was carried.

Chief Kraski and Chief Examiner/Secretary Trefry requested the certification of the Firefighter/EMT Eligibility List dated August 5, 2020.

Commissioner Hovis moved to approve the Firefighter/EMT Eligibility List dated August 5, 2020. Commissioner Sloan-Buchanan seconded the motion, which was carried.

### **Police Department Report**

Chief Examiner/Secretary informed the Commission of the resignation of a police officer who is moving out of state.

Chief Examiner/Secretary Trefry reviewed the Lateral Police Officer Oral Board results from July 9, 2020.

Commissioner Sloan-Buchanan moved to approve the Lateral Police Officer Oral Board results from July 9, 2020. Commissioner Hovis seconded the motion, which was carried.

Chief Examiner/Secretary Trefry reviewed the Interim Lateral Police Officer Eligibility List dated July 9, 2020. No action requested.

Chief Examiner/Secretary Trefry reviewed the requested Lateral Police Officer Eligibility List Removal.

Commissioner Hovis moved to approve the Lateral Police Officer Eligibility List Removal of Zachary Fish. Commissioner Sloan-Buchanan seconded the motion, which was carried.

Chief Examiner/Secretary Trefry requested the certification of the Lateral Police Officer Eligibility List dated August 5, 2020.

Commissioner Hovis moved to approve the Lateral Police Officer Eligibility List dated August 5, 2020. Commissioner Sloan-Buchanan seconded the motion, which was carried.

Police Services Manager Quintrall and Chief Examiner/Secretary Trefry reviewed Police Services Technician II Oral Board results from June 30<sup>th</sup>, July 1<sup>st</sup> and July 2, 2020.

Commissioner Hovis moved to approve the Police Services Technician II Oral Board results from June 30, July 1 and July 2, 2020. Commissioner Sloan-Buchanan seconded the motion, which was carried.

Chief Examiner/Secretary Trefry reviewed the Interim Police Services Technician II Eligibility List dated July 13, 2020. No action requested.

Chief Examiner/Secretary Trefry reviewed the requested Police Services Technician II Eligibility List Removals.

Commissioner Hovis moved to approve the Police Services Technician II Eligibility List Removals of Jennifer Bilow and Kelly Ewald. Commissioner Sloan-Buchanan seconded the motion, which was carried.

Chief Examiner/Secretary Trefry requested the certification of the Police Services Technician II List dated August 5, 2020.

Commissioner Sloan-Buchanan moved to approve Police Services Technician II List dated August 5, 2020. Commissioner Hovis seconded the motion, which was carried.

**Remaining Regular Meeting Schedule for 2020**

The remaining 2020 Regular Meeting Schedule was confirmed as:

- a. Wednesday, September 2, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- b. Wednesday, October 7, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- c. Wednesday, November 4, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- d. Wednesday, December 2, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)


**Continued Business**

None.

**Adjourn**

There being no other business to be conducted, the meeting was adjourned at 9:40 A.M.

Next meeting is Wednesday, September 2, 2020.

  
\_\_\_\_\_  
Kay Duskin  
Civil Service Commission Chair

  
\_\_\_\_\_  
James Trefry  
Chief Examiner/Secretary