



Civil Service Board

Regular Board Meeting Minutes

Tuesday, May 23, 2006

Chairperson Eugene Strickland
Vice-Chairperson Roger Haar

Chairperson Gene Strickland called the Civil Service Board of Lakeland, Florida to order for a regular meeting, Tuesday, May 23, 2006, following the Employee Pension Board meeting, in the Civil Service Conference Room, Department of Civil Service and Retirement, 500 North Lake Parker Avenue, Lakeland, Florida. Present: Chairperson Gene Strickland, Vice Chairperson Roger Haar, Board Members Robert Andrew, Laura Hawley, Art Rowbotham and Ronald Tomlin. Absent: Board Member Phil Allen.

1. **Consent Agenda** – Consent agenda unanimously approved.

April 25, 2006 Civil Service Board Minutes – attached

Certification / Applicant Referrals

DATE	POSITION	DEPARTMENT	TYPE	TOTAL
4/3/2006	Investment Manager	Central Accounting	E	3
4/3/2006	Senior Lifeguard Supervisor	Parks & Recreation	I	1
4/4/2006	Asst Dir of Info Technology	Information Technology	E	15
4/4/2006	Operations Support Tech I	Public Works	E	65
4/4/2006	Operations Support Tech I	Parks & Recreation	E	65
4/4/2006	Recreation Leader	Parks & Recreation	I	2
4/4/2006	Security Specialist	Public Works	I	1
4/5/2006	Account Clerk III	Information Technology	I	51
4/6/2006	Electronics/Relay Apprentice	Lakeland Electric	E	20
4/10/2006	Fuels Coordinator	Lakeland Electric	E	8
4/10/2006	Mgr Of Construction & Maint	Public Works	E	5
4/10/2006	Recreation Leader	Parks & Recreation	E	33
4/11/2006	Assoc Gen Mgr Gen Services	Lakeland Electric	I	5
4/11/2006	Police Officer	Police	E	25
4/11/2006	Water Utilities Eng Tech I	Water Utilities	E	48
4/12/2006	Environmental Scientist	Water Utilities	I	4
4/12/2006	Janitorial Lead	Public Works	I	1
4/12/2006	Manager of Leg & Reg Relations	Lakeland Electric	E	3
4/12/2006	Plant Helper	Lakeland Electric	I	13
4/13/2006	Business Operations Mgr. II	Lakeland Electric	E	16
4/14/2006	Event Setup Supervisor	The Lakeland Center	I	1
4/14/2006	Library Clerk	Parks & Recreation	E	33
4/14/2006	Office Associate I	Community Development	E	67
4/14/2006	Swimming Pool Operator	Parks & Recreation	E	4
4/14/2006	Tennis Instructor	Parks & Recreation	E	3
4/18/2006	Energy Resource Specialist	Lakeland Electric	E	11
4/19/2006	Operations Support Worker II	Parks & Recreation	E	127
4/19/2006	Playground Coordinator	Parks & Recreation	E	14
4/19/2006	Recreation Leader	Parks & Recreation	E	31
4/20/2006	College Intern	Lakeland Electric	E	2
4/20/2006	Programmer III	Information Technology	E	12
4/20/2006	Water Plant Operator II	Water Utilities	I	1
4/21/2006	Operations Support Worker I	Public Works	E	26
4/24/2006	College Intern	Lakeland Electric	E	5
4/25/2006	Account Clerk I	The Lakeland Center	E	39
4/25/2006	Office Assistant I	Police	E	24
4/25/2006	Office Assistant II	Police	E	11
4/25/2006	Plant Helper	Lakeland Electric	E	15
4/25/2006	Ticket Seller Supervisor	The Lakeland Center	I	1
4/26/2006	Bus Driver	Parks & Recreation	E	9
4/26/2006	Police Officer	Police	E	25
4/27/2006	Library Clerk	Parks & Recreation	E	33
4/27/2006	Meter Reader	Lakeland Electric	E	163



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4/27/2006	Recreation Leader	Parks & Recreation	E	32
4/28/2006	Driver Engineer	Fire	I	7
4/28/2006	Manager of LE IT Resources	Lakeland Electric	E	6
4/28/2006	Meter Reader	Lakeland Electric	E	163
4/28/2006	Operations Support Worker II	P & R Director	E	44
TYPE E = External I = Internal			TOTAL	1293

Examinations / Assessment Centers

DATE	POSITION	JOB CODE	NUMBER TESTED
04/03/06	Recreation Leader	8053	2
04/06/06	Meter Reader	6049	38
04/07/06	Firefighter TABE	T4008	19
04/14/06	Firefighter	4008	11
04/17/06	Driver Engineer Written Test	4013	15
04/18/06	Meter Reader	6049	33
04/19/06	BCE testing-George Jenkins H. S.	5003	4
04/19/06	BCE testing-Kathleen H. S.	5003	9
04/20/06	Programmer III	3098	5
04/24/06	Driver Engineer Performance Test	4013	8
		TOTAL	144

Revision of Class Specifications

JOB CODE	JOB TITLE	STATUS
3109	Laboratory Services Coordinator	Revised
3022	Crime Scene Tech II	Revised
4013	Driver Engineer	Revised
2035	Fire Lieutenant	Revised
4008	Firefighter	Revised
7041	Meter Technician III	Revised
7040	Meter Technician II	Revised
7039	Meter Technician I	Revised
3013	Chief Meter Technician	Revised
2234	Environmental Coordinator - Water	Revised

2. Interim Civil Service Director Report – Tommy Hamrick

- ◆ Tommy commented on the proposal to make test scores active for 18 months instead of 12 months for active City employees. He noted that while we had an unofficial ok from the Employees' Association, he would try to obtain their official opinion prior to placing before the Board for a vote.
- ◆ The topic of more detailed Board minutes was discussed extensively. Tommy noted that he has received several inquiries on the subject by City employees. He reported these employees do not feel the current minutes are adequate and would like to have more information disseminated. Gary Clark inquired if this meant recording the proceedings? He was concerned that, if recorded, the minutes then become a permanent record and can be taken out of context. He continued that, as such, members may be less willing to be open and frank with opinions and comments. Tommy commented that he didn't feel the Department's role in Board administration was being performed adequately because it did not have accurate records of the Board proceedings. Tommy stated that he felt that having an accurate record of the proceedings actually protected the board members. Tommy stated that furthermore, the entire situation could be ameliorated if a lengthier and more detailed version of the minutes along with a transcript/recording existed. Art Rowbotham stated that in the past, the minutes were helpful to refresh his memory from meeting to meeting. An account of the meeting that is thorough and complete is a valued resource. He noted that as of late the meeting minutes were not as detailed as previous versions had been. Gene Strickland asked if the City Attorney had given his opinion on whether the proceedings should be recorded. Tommy



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stated that the topic had, to this point, only been discussed with members of the various Boards and Civil Service staff, but that he would check with Tim McCausland, the City Attorney, for an opinion. Once a legal opinion is received Tommy will inform the Board members.

- ◆ Lastly, Tommy Hamrick pointed out Dana Blydenburgh's presence in the room and the fact that while she is taking the meeting minutes, that is not her long-term role. He noted that her acting position was as Pension Benefits Manager and he had placed this in the Department's T.O. request. He reiterated that they could go to her with questions or concerns regarding pension issues.

3. Miscellaneous

- a. Next regular meeting is July 25, 2006.
- b. Special meeting scheduled for June 8, 2006 to discuss reorganization of City's human resource functions.

4. Adjournment – Upon motion meeting adjourned at 10:20 a.m.