



Civil Service Board

Regular Board Meeting Minutes

Tuesday, January 24, 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, January 24, 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 Phil Allen, Robert Andrew, Laura Hawley, Art Rowbotham, Ronald Tomlin and Civil Service Director Gary Clark.

❖ **Consent Agenda** – Consent agenda was unanimously approved as amended.

➤ **November 22, 2005 Civil Service Board Minutes**

➤ **November 3, 2005 Linda Miller Civil Service Hearing Minutes**

➤ **Certifications/Applicant Referrals** - The following certifications were prepared:

DATE	POSITION	DEPARTMENT	TYPE	TOTAL
11/1/2005	Office Assistant II	Police	E	24
11/1/2005	Office Assistant II	Parks & Recreation	I	10
11/1/2005	Training Instructor	Employee Relations	E	26
11/2/2005	Building Plans Examiner	Community Development	I	2
11/2/2005	Recreation Supervisor II	Parks & Recreation	E	10
11/3/2005	Credit & Collections Manager	Central Accounting	I	7
11/3/2005	Environmental Specialist	Public Works	E	19
11/3/2005	Office Associate II	Water Utilities	I	32
11/3/2005	Proctor-Library	Parks & Recreation	E	29
11/3/2005	Solid Waste Collector	Public Works	E	83
11/10/2005	Maintenance Mechanic II	Public Works	I	1
11/15/2005	DCT/BCE Student	Police	E	43
11/17/2005	Public Safety Aide I	Police	E	23
11/17/2005	Recreation Leader	Parks & Recreation	E	37
11/18/2005	Civ Crime Prevention Practicnr	Police	E	44
11/18/2005	Customer Service Rep I	Lakeland Electric	E	116
11/18/2005	Electrical Technician	Water Utilities	E	9
11/18/2005	Meter Reader	Lakeland Electric	E	135
11/18/2005	Meter Reader	Lakeland Electric	E	135
11/18/2005	Office Assistant II	Community Development	E	22
11/18/2005	Office Associate I	Community Development	E	72
11/18/2005	Payroll Supervisor	Central Accounting	E	14
11/18/2005	Water Pipefitter I	Water Utilities	E	23
11/21/2005	Equipment Operator II	Public Works	I	11
11/21/2005	Equipment Operator II	Public Works	I	11
11/21/2005	Water Meter Repairer I	Water Utilities	E	34
11/22/2005	Electrician Helper	Public Works	E	13
11/28/2005	Aquatics Supervisor	Parks & Recreation	E	6
11/28/2005	Facilities Project Coordinator	Public Works	E	13
11/29/2005	Operations Support Worker I	Public Works	E	42
11/29/2005	Operations Support Worker II	Parks & Recreation	E	189
11/30/2005	PC Technician II	Information Technology	E	85
12/1/2005	Library Clerk	Parks & Recreation	E	22
12/5/2005	Library Clerk	Parks & Recreation	E	22
12/5/2005	Library Page	Parks & Recreation	E	17
12/5/2005	Police Facility Fleet Coord	Police	E	4
12/5/2005	Recreation Leader	Parks & Recreation	E	33
12/5/2005	Water Meter Repairer I	Water Utilities	E	34
12/6/2005	Office Assistant I	Central Accounting	E	43
12/7/2005	DCT/BCE Student	Lakeland Electric	E	41
12/7/2005	Water Pipefitter I	Water Utilities	E	23
12/8/2005	Office Associate II	Water Utilities	I	29
12/9/2005	Operations Support Tech I	Water Utilities	I	21
12/12/2005	Building Inspector	Community Development	E	21
12/12/2005	Customer Service Rep I	Public Works	E	115
12/13/2005	Automotive Mechanic III	Public Works	E	11
12/15/2005	Apparatus Repairer 1st Class	Lakeland Electric	I	4
12/15/2005	Construction Trades Worker II	Public Works	I	5
12/15/2005	Customer Service Rep I	Lakeland Electric	E	53
12/15/2005	Operations Support Worker II	Parks & Recreation	I	12
12/15/2005	Power Production Projects Coord	Lakeland Electric	E	6
12/15/2005	Solid Waste Collector	Public Works	E	128
12/16/2005	Customer Service Rep I	Lakeland Electric	E	115



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12/19/2005	Lead Lifeguard	Parks & Recreation	E	2
12/19/2005	Lifeguard	Parks & Recreation	E	47
12/19/2005	Principal Planner	Community Development	E	7
12/19/2005	Water Pipefitter Foreman	Water Utilities	E	8
12/20/2005	Budget Analyst	Central Accounting	E	10
12/20/2005	Construction Trades Worker II	Public Works	I	11
12/21/2005	Office Assistant II	Central Accounting	I	9
12/21/2005	Office Associate II	Public Works	I	31
12/21/2005	PC Technician I	Information Technology	E	53
12/22/2005	Engineering Technician III	Water Utilities	I	5
12/22/2005	Equipment Operator I	Parks & Recreation	I	5
12/22/2005	Equipment Operator I	Public Works	I	5
12/22/2005	Library Clerk	Parks & Recreation	I	7
12/22/2005	Meter Reader	Lakeland Electric	E	70
12/22/2005	Office Assistant I	Central Accounting	E	43
12/22/2005	Power Plant Operator II	Lakeland Electric	I	1
12/22/2005	Power Plant Operator III	Lakeland Electric	I	1
12/30/2005	Transportation Planner	Community Development	E	6
TYPE E = External I = Internal			TOTAL	2400

➤ **Examinations/Assessment Centers** - The following were given:

DATE	POSITION	JOB CODE	NUMBER TESTED
11/01/05	Criticall for Emergency Communications Specialist	~	4
11/02/05	Criticall for Emergency Communications Specialist	~	3
11/03/05	Criticall for Emergency Communications Specialist	~	2
11/04/05	Police Officer	4009	6
11/04/05	Water Pipefitter I	7082	23
11/04/05	Water Meter Repairer	7080	35
11/08/05	Public Safety Aide	5016	30
11/14/05	Electrical Technician	3089	8
11/14/05	Equipment Operator II-C&M	7019	11
11/14/05	Aquatics Supervisor	8021	3
11/15/05	Recreation Supervisor II-Part 2	8056	8
11/16/05	Training Instructor	2077	1
11/17/05	Criticall for Emergency Communications Specialist	~	1
11/28/05	Fire Lieutenant Written Test	2035	9
11/29/05	Office Assistant	6087	18
TOTAL			162
12/05/05	Fire Lieutenant A.C.	2035	8
12/06/05	Auto Mechanic III	7004	3
12/20/05	Meter Reader	6049	2
12/21/05	Meter Reader	6049	5
12/21/05	Equipment Operator I	7018	2
TOTAL			20

➤ **Revision of Class Specifications** -Amended to include Chief Building Official and Deputy Building Official.

JOB CODE	JOB TITLE	STATUS
3140	Database Administrator I	Revised
3141	Database Administrator II	Revised
2037	Fire Training Officer	Revised
2043	Investment Manager	New
2222	Manager of LE IT Resources	New
2226	Manager of Pricing & Rates - Non Civil Service	New
8072	Pavement Marking Technician	Revised
2190	Quality Assurance Manager I	Revised

❖ **Civil Service Director Report**

- Commissioner Eddie Yates to visit department on Friday, January 28.
- Jerry Shuck and Jack Goostree request for hearings withdrawn. Both employees reinstated to previous positions.

❖ **Miscellaneous**

- Richard Brown appeared before the Board.



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➤ Next regular meeting is February 28, 2006.

❖ **Adjournment** - Upon motion meeting adjourned at 11:57 a.m.