

CIVIL SERVICE COMMISSION
MINUTES OF MEETING OF March 31, 2020
3:00 p.m.

Due to the COVID-19 pandemic, this meeting was held electronically via conference call

Present: Marty Racheter, Commission Chair
Curtis Baugh, Commission Member
Jason Larson, Commission Member
Mandy Smith, City Clerk
Mike Nardini, City Administrator
Stacey Bone, Personnel Officer
William Moulder, Consultant
Stephen Niebur, Consultant

Absent: None

The purpose of the meeting was to discuss the search process for the vacant Police Chief position.

The minutes from the September 18, 2019 meeting were presented to the members. Curtis Baugh made a motion to approve the minutes as presented and Jason Larson seconded the motion. All voted aye, motion approved.

William Moulder and Stephen Niebur from Moulder and Associates were in attendance on the conference call. This firm has been hired by the City to help in the recruitment process for the Police Chief. The position has been posted on the City of Pella's website with a deadline to apply of April 25, 2020. After that date, Moulder and Associates will select and rank the top 10-15 candidates that they feel will be the best fit for Pella. Applications from these top candidates will be sent to the Civil Service Commission. The Commission will meet to discuss the candidates and may adjust the rankings. The Commission will then certify a list of candidates which will be provided to the Mayor and City Council for acceptance. These steps are consistent with the process utilized during the Police Chief search conducted by the City of Pella in 2011.

There being no further business to come before the commission, the meeting adjourned at 3:29 p.m.

Respectfully submitted,

Mandy Smith
Secretary to the Commission