



THE  
CITY of PELLA  
CIVIL SERVICE BOARD MINUTES  
OF MEETING:

Thursday, October 8, 2020  
5:00 p.m.  
Pella Fire Station Meeting Room upstairs

Present: Marty Racheter, Commission Chair  
Jason Larson, Commission Member  
Curtis Baugh, Commission Member  
Stacey Bone, City of Pella Human Resources  
Shane McSheehy, Chief of Police  
Marcia Slycord, Secretary to the Commission

The purpose of the meeting was to discuss a proposed restructure of the Pella Police Department. The meeting was called to order at 5:11 p.m. by Commission Chair Racheter.

The October 8, 2020 agenda was presented. Jason Larson made a motion to accept the agenda, seconded by Curtis Baugh. All voted aye, motion approved.

The July 22, 2020 minutes were presented. Curtis Baugh made a motion to accept the minutes as presented, seconded by Jason Larson. All voted aye, motion approved.

Chief McSheehy presented information about the current organizational structure and a proposed restructure of the Pella Police Department. The proposed organizational structure was presented to the Pella City Council on September 15, 2020 and formally approved by the City Council on October 6, 2020. The approved structure aligns with the policies the Pella Police Department is currently updating. The approved structure will not add any positions to the department but would rather develop current police employees to fill in command positions in the future.

Chief McSheehy asked for the Commission to validate the following processes: Captain and Sergeant. By validating the process, the Commission would review candidate applications, job qualifications, and supporting documentation. The validations would be completed at separate Commission meetings. Both positions would require the "certified list" approval of Council prior to the promotion of personnel.

After discussion, all Commission Members indicated their support of the organizational restructure and process as presented.

There being no further business to come before the commission, the meeting adjourned at 6:01 p.m.

Respectfully submitted,

Marcia Slycord  
Secretary to the Commission