



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

**Wednesday, March 11, 2020  
Butner Board Room  
110 E. 3<sup>rd</sup> St.**

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**Commissioners Present:** Kay Duskin, Holly Sloan-Buchanan and Thad Hovis (via phone call).

**Staff present:** Police Chief Ventura, Fire Chief Dave Kraski, Deputy Police Chief Dan Cone and Chief Examiner/Secretary James Trefry.

Commissioner Duskin called the meeting to order at 9:05 A.M.

**Approval of the Agenda**

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

**Visitors**

None.

**Consent Agenda**

Commissioner Hovis moved to approve the Consent Agenda consisting of the minutes of the March 11, 2020 regular meeting. Commissioner Sloan-Buchanan seconded the motion, which was carried.

**NEW BUSINESS**

**Fire Department Report**

Chief Kraski updated the Commission on the retirement of Captain Scott Hillis and the pending promotion of Jason Abrahamson to Captain/Paramedic.

Chief Kraski and Chief Examiner/Secretary Trefry updated the Commission on pending full-time Firefighter/EMT employees who are accepting offers at South County Fire and the need for an expedited internal recruitment process for Firefighter/EMT because of the unavailability/limited availability of spirometry testing due to COVID-19.

Commissioner Hovis moved to approve the internal posting for the new Firefighter/EMT due to the exigent circumstances and COVID-19 limitations on spirometry testing. Commissioner Sloan-Buchanan seconded the motion, which was carried.

Chief Kraski and Chief Examiner/Secretary Trefry informed the Commission of potential negotiations with the IAFF regarding paramedic recruitment.

**Police Department Report**

Chief Ventura informed the Commission of the resignation of a tenured Police Officer, which leaves two open positions in the Police Department, with a potential third position coming open. Two candidates are currently in background and there will be a Lateral Oral Board next week.

Commissioner Hovis excused himself from the remainder of the meeting at 9:29 A.M. because of a scheduling conflict.

Chief Ventura and Chief Examiner/Secretary Trefry reviewed the Entry Level Police Officer Oral Board results from May 9, 2020.

Commissioner Sloan-Buchanan moved to approve the Entry Level Police Officer Oral Board results from May 9, 2020. Commissioner Duskin seconded the motion, which was carried.

Chief Ventura and Chief Examiner/Secretary Trefry reviewed the Entry Level Police Officer Eligibility List Removals.

Commissioner Sloan-Buchanan moved to approve the Entry Level Police Officer Eligibility List Removals. Commissioner Duskin seconded the motion, which was carried. Chief Examiner/Secretary Trefry requested the certification of the Entry Level Police Officer Eligibility List.

Commissioner Sloan-Buchanan moved to certify the Entry Level Police Officer Eligibility List. Commissioner Duskin seconded the motion, which was carried.

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

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

Chief Ventura and Chief Examiner/Secretary Trefry reviewed the Lateral Police Officer Eligibility List Removals.

Commissioner Sloan-Buchanan moved to approve the Lateral Police Officer Eligibility List Removals. Commissioner Duskin seconded the motion, which was carried. Chief Examiner/Secretary Trefry requested the certification of the Lateral Police Officer Eligibility List.

Commissioner Sloan-Buchanan moved to certify the Lateral Police Officer Eligibility List. Commissioner Duskin seconded the motion, which was carried.

**Remaining Regular Meeting Schedule for 2020**

The remaining 2020 Regular Meeting Schedule was confirmed as:

- a. Wednesday, August 5, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- b. Wednesday, September 2, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- c. Wednesday, October 7, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- d. Wednesday, November 4, 2020 at 9:00 AM (1<sup>st</sup> Wednesday)
- e. 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 9:45 A.M.

Next meeting is Wednesday, August 5, 2020.

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Kay Duskin  
Civil Service Commission Chair

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James Trefry  
Chief Examiner/Secretary