

Minutes of January 26, 2007 Meeting of the Civil Service Commission

Commissioners present: Lucio Fuentes, Lee Montemayor, Mary Lynne Donohue. Ed Surek also present.

President Fuentes called the meeting to order at 12:15p. Donohue moved, Montemayor seconded, to approve the minutes of the August 11, 2006 meeting. Passed.

The commission discussed its proper role under current City of Sheboygan ordinances, particularly in light of past practice. Most of the discussion centered on Section III of the "Rules of the Classified and Unclassified Service."

The Commission agreed that paragraph J vests the Human Resources director with the authority to involve the CCC in examination and testing procedures with respect to hiring. All agreed that this would most properly be applied to hiring of department heads, as most department heads are responsible for hiring within their departments, subject to any rules or statutes that might govern the department head.

With respect to paragraph I of the same section, all agreed that the CCC can best meet its responsibility for providing advice and counsel on all aspects of employment within the classified service by meeting on a regular basis with the Human Resources director. Mr. Surek agreed to request and set up regular meetings of the CCC at such times are appropriate to help the CCC to fulfill this obligation. We contemplate no fewer than three (3) meetings each calendar year.

Mr. Fuentes will be meeting with the Mayor to discuss his wishes with respect to the Public Works department head.

Mr. Surek agreed to provide a list to the Commission of all employees in the classified and unclassified service, by that category.

There being no further business, Fuentes moved, Montemayor seconded, a motion to adjourn at 12:55p. Passed.

**Respectfully submitted,
Mary Lynne Donohue,
Secretary**

Mary Lynne Donohue

"Hopp Neumann Humke LLP

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