

CIVIL SERVICE COMMISSION MEETING
September 19, 2023, 8:30 A.M.
Minutes

- I. The Civil Service Commission Meeting was called to order at 8:30 A.M. by Chair Wentz.
- II. Roll Call: Members Present: Wentz, Rahn, Walhof.
Members Absent: None.
Others Present: VandeVegte, Daale.
- III. Minutes: Rahn moved, Walhof seconded the minutes of the July 10, 2023, meeting be approved. On Roll Call: Ayes: All present. Nays: None
- IV. Business:
 1. Decertification of List of Civil Service Examinees.
Police Chief VandeVegte stated the current Certified List of eligible Civil Service examinees dated 7-10-2023 has been exhausted per the Le Mars Civil Service applicant list certification and guidelines for removal rules.

MOTION: Walhof moved, Rahn seconded that the current Certified List dated 7-10-2023 be abolished. On Roll Call: Ayes: All present. Nays: None.
 2. Discussion on Testing.
Police Chief VandeVegte discussed an upcoming opening and the possibility of more openings, therefore, need to set a new test date. The position will be posted in several locations. With the post examination (written test), being very difficult, Chief VandeVegte would like to change the process to allow a second date to retake the post examination. Everyone will still be required to show up on the first day, which is the primary testing date. The individual will take the physical agility test, if they pass then move on to the post exam that day. If they fail the physical agility test that morning, the individual will still be allowed to take the post examination in the afternoon. On the alternative date they will need to come back to retake the test they failed.
 3. Setting dates for new testing and hiring for a vacancy opening on Sept. 25, 2023.
With the advertising of an upcoming opening, the applications will be due by October 27, testing date will be November 8, and retest date on November 16.

MOTION: Walhof moved, Rahn seconded October 27 - applications due, November 8 - Testing Date, and November 16 - Retest Date. On Roll Call: Ayes: All present. Nays: None.
- V. Adjournment: The meeting was adjourned at 8:56 A.M.

Matt Wentz, Chair

Jan Feller, City Clerk