

CITY OF OSKALOOSA  
CIVIL SERVICE COMMISSION AGENDA  
OCTOBER 29, 2015

4:00 p.m.

City Hall Lower Level Conference Room

1. Roll Call: \_\_\_\_\_ Holmberg, \_\_\_\_\_ Huyser, \_\_\_\_\_ Seemann
2. Approve October 14, 2015 Civil Service Commission Minutes
3. Decertify Firefighter list dated January 8, 2015
4. Review and possible action on Firefighter Testing Process
5. Adjourn

**If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.**

CITY OF OSKALOOSA  
CIVIL SERVICE COMMISSION  
OCTOBER 14, 2015

The City of Oskaloosa Civil Service Commission met Wednesday, October 14, 2015 at 4:00 p.m. Andy Holmberg called the meeting to order with Jake Huyser and Ken Seemann present. Also present were Jake McGee, Police Chief; Mark Neff, Fire Chief; Amy Miller, City Clerk and Gary McClun, Police Lieutenant.

It was moved by Seeman, seconded by Huyser to approve the August 5, 2015 minutes. Motion carried unanimously.

City Clerk Amy Miller distributed the City of Oskaloosa Boards and Commissions Orientation Packets to the Civil Service Commission Members.

It was moved by Holmberg, seconded by Huyser to certify the following for Police Officer:

Janay Pritchett  
Thomas McDonnell  
Wesley Drost  
Michael Bentley  
Cody Craycraft

Motion carried unanimously.

The Commission discussed the Fire Fighter testing process. This item will appear on the next Civil Service Commission Agenda for their meeting on October 29, 2015 at 4:00 p.m.

It was moved by Huyser, seconded by Holmberg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 4:20 p.m.

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Andy Holmberg, Chairman

ATTEST:

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Amy Miller, City Clerk

## Oskaloosa Fire Department Entrance Exam

### Procedure Timeline

11-02-2015

Civil Service list posting to begin application period. Advertise on City of Oskaloosa website, Firehouse.com, mass e-mailing of list posting to fire departments.

11-20-2015 17:00

Application period closes.

11-22-2015

Invitations to test letter mailed to candidates.

12-12-2015

09:00 Agility Test

12:30 Written exam

Proctored by: (Mike Dursky?)

14:00-17:00

Interviews (outside of area first). Panel to consist of Fire Chief, two Captains.

12-13-2015

09:00

Resume interviews if needed

12-15-2015

List of candidates to Civil Service for certification.