

**CIVIL SERVICE COMMISSION
MEETING MINUTES
JUNE 9, 2026**

The Civil Service Commission meeting was called to order by Mike Murphy at 8:34 a.m. In addition to Mr. Murphy, the meeting was attended by Tom Mackin, Kelly Chalfant, Elaine Bishop, and Bill McCullough. Drew Griffith was absent.

The meeting minutes from April 14, 2026, were introduced. A motion to approve the minutes as submitted was made by Mr. Mackin, and the motion was seconded; the minutes were approved unanimously.

Ms. Chalfant explained that we recently completed the interview and background check process with 4 candidates for full-time Firefighter/Paramedic vacancies. We were only able to hire one candidate from that list. An offer was extended to one additional candidate who accepted but, since then, has had to withdraw from the process. This leaves two candidates. Since the completion of that process, we have had an employee disability separate from employment. This leaves 3 current vacancies. Given the low number of candidates, a recommendation has been made to abolish the balance of the eligibility list and proceed with re-posting both the Lateral Entry and Entry Level positions once again to provide additional candidates to select from. A brief discussion on ways we might increase the number of qualified candidates was held. The idea of creating an EMT/Firefighter position was discussed, and we shared that we have presented that idea several times in labor management meetings and have encountered substantial opposition to that concept by the Union. Mr. Mackin moved to abolish the current eligibility lists for Firefighter/Paramedics and permit the reposting of the positions to begin the recruiting process again. Mr. Murphy seconded the motion, and it passed unanimously.

Fire Chief McCullough has asked for a one-year extension of the current eligibility list for Fire Lieutenants. The list is set to expire on June 13, 2026. Civil Service Rules permit the extension of a list for one year. Chief McCullough explained that only one additional employee would be eligible if we were to run through the testing process at this time. We have consulted with the Union and learned that the employee has expressed that they would not be interested in participating in the process at this time. Therefore, the recommendation to the Commission is that the current Fire Lieutenant eligibility list be extended for one additional year. Mr. xx moved to approve the request to extend the

eligibility of the list for one year. Mr xx seconded and the recommendation was approved unanimously.

Ms. Chalfant has made a recommendation to amend section 4.7 of the Civil Service Rules to allow for the possession of a valid Commercial Driver's License to be considered as the pass-or-fail test for positions that require such a license. We are seeing a significant number of no-shows on exam dates, and we hope that this change will eliminate barriers to candidates who may otherwise be qualified for the position but may not be able to attend in-person testing on a particular date. The commission agreed to this change, and Mr. xx moved to approve the modification of Section 4.7. Mr. xx seconded, and the recommendation was approved unanimously.

With no other business before the Commission, Mr. Mackin moved to adjourn the meeting; Mr. Griffith seconded, and the meeting was adjourned at 8:52 a.m.

The next meeting is scheduled for July 14, 2026, at 8:30 a.m. in Council Chambers.