

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held October 11, 2012 and October 18, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive items 3 thru 10; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive the Lateral Transfer Request for Michael L. Hines for Gautier Police Department; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Le'Keisha S. Hill	Administrative Clerk
Paul B. Fox	Multi-Craft Maintenance Worker
Jerry R. Killingsworth	Patrolman
Jere Shuster	Field Supervisor

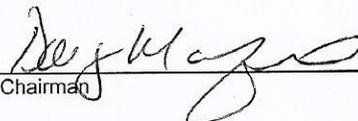
And the following vote was recorded:

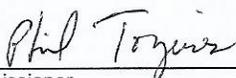
AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

There being no further business, the meeting was recessed until December 13, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
December 13, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on December 13, 2012. Those present were Commissioners Doug Mansfield and Phil Torjusen; Jason D. Pugh, HR Director and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
December 13, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held November 8, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 35)

3. Receive Personnel Order: Temporary Appointment/AI R. Stanton/Recreation Coordinator/effective November 19, 2012
4. Receive Personnel Order: Temporary Appointment/William K. Young/Cultural Services Manager/effective November 19, 2012
5. Receive Personnel Order: Permanent Appointment/Patty R. Huffman/Grants and Projects Manager/effective November 7, 2012
6. Receive Personnel Order: Termination of Employment/Carlton L. Logan/Patrolman/effective October 25, 2012
7. Receive Personnel Order: Termination of Employment/Herman G. Barnett/Water & Wastewater Systems Treatment-Foreman/effective November 30, 2012
8. Receive Personnel Order: Termination of Employment/Antwan L. Berry/Maintenance Worker/effective November 30, 2012
9. Receive Personnel Order: Termination of Employment/Darlene S. Brown/Accounting Generalist/effective November 30, 2012
10. Receive Personnel Order: Termination of Employment/Terry J. Burkes/Maintenance Worker/effective November 30, 2012
11. Receive Personnel Order: Termination of Employment/Darrell D. Davis/Foreman/effective November 30, 2012
12. Receive Personnel Order: Termination of Employment/Philip C. Denney/Sr. Equipment Operator/effective November 30, 2012
13. Receive Personnel Order: Termination of Employment/Charles W. Dickson/Foreman/effective November 30, 2012
14. Receive Personnel Order: Termination of Employment/Glen A. Ellis/Equipment Operator/effective November 30, 2012
15. Receive Personnel Order: Termination of Employment/Edward E. Estes/Equipment Operator/effective November 30, 2012
16. Receive Personnel Order: Termination of Employment/Stacey D. Ford/Administrative Clerk (Public Works Department)/effective November 30, 2012
17. Receive Personnel Order: Termination of Employment/Norman L. Hand/Equipment Operator/effective November 30, 2012
18. Receive Personnel Order: Termination of Employment/Debra K. Holmes/Customer Service Representative/effective November 30, 2012
19. Receive Personnel Order: Termination of Employment/Michael L. Hooks/Equipment Operator/effective November 30, 2012
20. Receive Personnel Order: Termination of Employment/Catherine L. Huyett/Meter Reader/effective November 30, 2012
21. Receive Personnel Order: Termination of Employment/Robert E. Maxwell/Equipment Operator/effective November 30, 2012
22. Receive Personnel Order: Termination of Employment/Mark F. Medlen/Foreman-Equipment Operator/effective November 30, 2012
23. Receive Personnel Order: Termination of Employment/Ruby A. Mitchell/Meter Reader/effective November 30, 2012
24. Receive Personnel Order: Termination of Employment/Zachery T. Mixon/Foreman-Equipment Operator/effective November 30, 2012
25. Receive Personnel Order: Termination of Employment/Stanley L. Nash/Maintenance Worker/effective November 30, 2012
26. Receive Personnel Order: Termination of Employment/John B. Noble/Sr. Equipment Operator/effective November 30, 2012
27. Receive Personnel Order: Termination of Employment/Dianne Patterson/Customer Service Representative/effective November 30, 2012
28. Receive Personnel Order: Termination of Employment/Dale A. Pierce/Equipment Operator/effective November 30, 2012

- 29. Receive Personnel Order: Termination of Employment/Raymond W. Roach/Maintenance Worker/effective November 30, 2012
- 30. Receive Personnel Order: Termination of Employment/Steve O. Trehern/Utility Inspector/effective November 30, 2012
- 31. Receive Personnel Order: Termination of Employment/Cathy J. Wells/Administrative Assistant/effective November 30, 2012
- 32. Receive Personnel Order: Termination of Employment/Roland L. Westbrook/Sr. Equipment Operator/effective November 30, 2012
- 33. Receive Vacancy Announcement: Cultural Services Manager/posted November 8 thru November 15, 2012
- 34. Receive Vacancy Announcement: Recreation Coordinator/posted November 8 thru November 18, 2012
- 35. Receive Vacancy Announcement: Administrative Bookkeeper/posted November 8, 2012 thru November 18, 2012

ITEMS 3 THRU 35

Motion _____ Second _____ AYES: _____ NAYS: _____

- 36. Approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012

Motion _____ Second _____ AYES: _____ NAYS: _____

- 37. Approve Eligibility List for Recreation Coordinator/posted November 8 thru November 18, 2012

Motion _____ Second _____ AYES: _____ NAYS: _____

- 38. Approve Eligibility List for City Clerk/posted October 29 thru November 13, 2012

Motion _____ Second _____ AYES: _____ NAYS: _____

- 39. Induct the following employee who has successfully completed probation into Civil Service:

Patty R. Huffman Grants and Projects Manager

- 40. Receive request to waive the competitive examination for Administrative Bookkeeper.

- 41. Approve Eligibility List for Administrative Bookkeeper/posted November 8 thru November 18, 2012

Motion _____ Second _____ AYES: _____ NAYS: _____

- 42. Other Business.

- 43. Adjourn meeting until January 10, 2013 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held November 8, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 35; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Recreation Coordinator /posted November 8 thru November 18, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for City Clerk/posted October 29 thru November 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to induct the following employee who has successfully completed probation into Civil Service:

Patty R. Huffman Grants and Projects Manager

And the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to waive the competitive examination for Administrative Bookkeeper; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Administrative Bookkeeper/posted November 8 thru November 18, 2012; and the following vote was recorded:

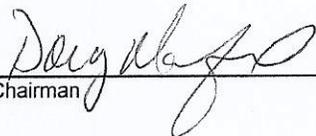
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

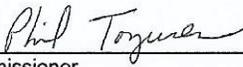
Motion carried.

In other business, Rule 2, Section 2.1 was discussed to determine the election of a Chairman for the Commission due to the expiring two (2) year term of Doug Mansfield. It was decided that the Commissioners would elect a Chairman during the meeting of January 10, 2013.

There being no further business, the meeting was adjourned until January 10, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner