

**CITY OF FRANKLIN
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES
April 18, 2011**

- I. The April 18, 2011 Civil Service Sub-Committee Meeting was called to order at 6:00 p.m. by Chairperson Brunner in the Alderman's Room of City Hall.

Members present were Brunner, Wikel, Barber, and Green. Alderman Olson was absent. Human Resource Coordinator Zahn was also in attendance.

- II. Approval of Minutes from March 21st, 2011.

Motion by Member Barber and seconded by Member Green to certify the minutes from March 21, 2011. Motion Carried: Ayes – All.

- III. a. Certification of an Internal Promotion List for the position of Lead Cashier.

Motion by Member Green and seconded by Member Barber to certify the list of internal candidates for promotion to Lead Cashier. Motion Carried: Ayes – All.

b. Certification of an External Hiring List for the position of Cashier/Clerk in the Treasury Department.

Motion by Member Green and seconded by Member Wikel to certify the top portion of the list as recommended by Human Resources. Motion Carried: Ayes – All.

c. Certification of an External Hiring List for the position of Custodian.

Motion by Member Barber and seconded by Member Green to certify all applicants that scored a 75% or higher on the custodial exam. Motion Carried: Ayes – All.

d. Certification of an External Hiring List for the position of Dispatcher.

Motion by Member Green to certify the list of those applicants that scored an 80% or higher on the dispatcher exam. Motion died due to lack of a second.

Motion by Member Green to certify the list of those applicants that scored an 85% or higher on the dispatcher exam. Motion Carried: Ayes – All.

- IV. Future Meeting Dates and Times

No Action Taken

- V. Adjournment

Motion by Member Wikel and seconded by Member Barber to adjourn the April 18, 2011 Civil Service Sub-Committee Meeting at 6:25 p.m. Motion carried: Ayes-All.