

**CITY OF FRANKLIN
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES
February 3, 2015**

I. The February 3rd, 2015 Civil Service Sub-Committee Meeting was called to order at 5:00 p.m. in the Hearing Room of City Hall. Members present were Brunner, Barber, and Alderman Dandrea. Human Resources Coordinator Zahn was also in attendance.

II. Approval of the Minutes from September 25, 2014.

Motion by Alderman Dandrea and seconded by Member Barber to approve the minutes from 9/25/2014. Motion Carried: Ayes – All.

III. Decertification of an External Hiring List for Assistant Building Inspector that had been certified on 9/25/2014.

Motion by Member Barber and seconded by Alderman Dandrea to decertify the list. Motion Carried: Ayes – All.

IV. Approval of an External Hiring List for Assistant Building Inspector with the stipulation that it is deemed to be in the interest of City Service, in accordance with Section 8.1 of the Civil Service Rules, to extend the introductory period, per the Civil Service Committee, for up to an additional one year, as to be determined by the Director of Administration, for the purpose of retaining introductory-period while obtaining additional certifications as per Section 7.3 of the Civil Service Rules.

Motion by Member Barber and seconded by Alderman Dandrea to certify the top 5 applicants on the list for Assistant Building Inspector with the stipulation that if it is deemed to be in the best interest of the City Service, in accordance with Section 8.1 of the Civil Service Rules, to extend the introductory period, per the Civil Service Committee, for up to an additional one year, as to be determined by the Director of Administration, for the purpose of retaining introductory period status while obtaining additional certifications as per Section 7.3 of the Civil Service Rules. Motion Carried: Ayes – All.

V. Adjournment

Motion by Member Barber and seconded by Alderman Dandrea to adjourn at 5:03 p.m. Motion Carried: Ayes – All.