

**CITY OF FRANKLIN
CIVIL SERVICE SUB-COMMITTEE MEETING MINUTES
January 22, 2019**

- I. The January 22, 2019 Civil Service Sub-Committee Meeting was called to order at 6:07 p.m. in the Lobby Conference Room at City Hall. Members present were Alderman Barber, Alderman Dandrea and Human Resources Coordinator Zahn.
- II. Approval of the Minutes from 11/26/2018 and 12/18/2018.

Motion by Alderman Dandrea and seconded by Alderman Barber to approve the minutes from 11/26/2019 and 12/18/2018. Motion Carried: Ayes – All.
- III. Approval of an Internal Hiring List for the position of Administrative Assistant

Motion by Alderman Dandrea and seconded by Alderman Barber to certify the 1 internal promotional candidate. Motion Carried: Ayes – All.
- IV. Approval of an External Hiring List for the position of Custodian

Motion by Alderman Dandrea and seconded by Alderman Barber to certify the top 15 candidates on the applicant list that meet the minimum requirements for the position. Motion Carried: Ayes – All.
- V. Approval of an External Hiring List for the position of Dispatcher

Motion by Alderman Dandrea and seconded by Alderman Barber to certify the one applicant that has the 1 year of 911 Dispatching experience as required. Motion Carried: Ayes – All.
- VI. Approval of an External Hiring List for the position of Light Equipment Operator

Motion by Alderman Dandrea and seconded by Alderman Barber to certify the 20 applicants that appear to meet the minimum qualifications of the position. Motion Carried: Ayes – All.
- VII. Adjournment

Motion by Alderman Dandrea and seconded by Alderman Barber to adjourn at 6:13 p.m. Motion Carried: Ayes – All.