

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

I. The November 3, 2015 Civil Service Sub-Committee Meeting was called to order at 5:53 p.m. in the Hearing Room of City Hall. Members present were Brunner and Alderman Dandrea. Member Barber was excused. Human Resources Coordinator Zahn was also in attendance.

II. Approval of the Minutes from October 12, 2015.

Motion by Member Brunner and seconded by Alderman Dandrea to approve the minutes from 10/12/2015. Motion Carried: Ayes – All.

III. Approval of an External Hiring List for the Position of Project Engineer.

Motion by Member Brunner and seconded by Alderman Dandrea to certify the top 8 names on the applicant list. Motion Carried: Ayes – All.

IV. Approval of an External Hiring List for the Position of Assistant Building Inspector

Motion by Alderman Dandrea and seconded by Member Brunner to certify the top 2 names on the applicant list. Motion Carried: Ayes – All.

V. Upcoming Agenda Items and Next Meeting Date

We still may need a meeting to extend an employee's introductory period until he receives a certification required for the job.

VI. Adjournment

Motion by Member Brunner and seconded by Alderman Dandrea to adjourn at 5:58 p.m. Motion Carried: Ayes – All.