

CHARTER TOWNSHIP OF CLINTON
EMPLOYEES CIVIL SERVICE COMMISSION
APPROVED MINUTES
January 27, 2016
5:30 p.m.

PRESENT: Mr. Robert Butler, Chairman
Ms. Renee Arrington-Johnson, Vice Chairman
Ms. Judith Strong, Member
Ms. Lisa Murray, Personnel Director
Mr. Dan Bernard, Legal Counsel

I. CALL TO ORDER:

Mr. Butler called the meeting to order at 5:30 p.m. Roll call: Mr. Butler, Chairman, Ms. Renee Arrington-Johnson, Vice Chairman and Ms. Judith Strong, Member were present. Also in Attendance: Ms. Lisa Murray, Personnel Director and Mr. Dan Bernard, Legal Counsel.

II. APPROVAL OF AGENDA:

Mr. Butler made a motion to approve the agenda as presented. Ms. Strong seconded. The motion passed unanimously.

III. APPROVAL OF DECEMBER 18, 2015 MEETING MINUTES:

Mr. Butler made a motion to approve the minutes as presented. Ms. Arrington-Johnson seconded. The motion passed unanimously.

IV. CORRESPONDENCE:

- A. Mr. Butler made a motion to approve the Seasonal Ordinance Enforcement Officer job description. Ms. Arrington-Johnson seconded. The motion passed unanimously.
- B. Mr. Butler made a motion to approve the Seasonal Ordinance Enforcement Officer job posting. Ms. Arrington-Johnston seconded. The motion passed unanimously.
- C. Mr. Butler made a motion to approve the Seasonal Ordinance Enforcement Officer examination. Ms. Strong seconded. The motion passed unanimously.

V. REPORTS:

- A. The Personnel Director informed the Commission regarding the status of the Maintenance Worker position in the Department of Public Services, Facilities & Operations Division.
- B. The Personnel Director informed the Commission regarding Personnel Vacancy Committee recommendation.

VI. PUBLIC PARTICIPATION:

Public participation was conducted.

VII. COMMISSIONER COMMENTS:

The next Civil Service Meeting was scheduled for Tuesday, March 1, 2016 at 5:30 p.m.

VIII. OLD BUSINESS:

A. Discussion ensued regarding revisions to the Civil Service Rules and Regulations.

IX. ADJOURNMENT:

Mr. Butler made a motion to adjourn at 6:00 p.m. Ms. Strong seconded. The motion passed unanimously.

Respectfully submitted,

Lisa M. Murray
Personnel Director
Employees Civil Service
Charter Township of Clinton