

CHARTER TOWNSHIP OF CLINTON
EMPLOYEES CIVIL SERVICE COMMISSION
APPROVED MINUTES
October 23, 2019
5:30 p.m.

PRESENT: Mr. John Russi, Vice Chair
Mr. Eric Jackson, Member
Ms. Lisa Murray, Personnel Director

I. CALL TO ORDER:

Mr. Russi called the meeting to order at 5:30 p.m. Roll call: Mr. Robert Butler, Chairman was absent, Mr. John Russi, Vice Chair and Mr. Eric Jackson, Member were present. Also in attendance: Ms. Lisa Murray, Personnel Director, Ms. Karen Wing, Confidential Office Clerk and Mr. Dan Bernard, Legal Counsel.

II. APPROVAL OF AGENDA:

Mr. Russi made a motion to approve the agenda as presented. Mr. Jackson seconded. The motion passed unanimously.

III. APPROVAL OF SEPTEMBER 11, 2019 MEETING MINUTES:

Mr. Russi made a motion to approve the minutes as presented. Mr. Jackson seconded. The motion passed unanimously.

IV. CORRESPONDENCE:

A. Ms. Maureen Valentine gave a presentation regarding ApplicantPro hiring software. The Commission directed Ms. Murray, Personnel Director to send a survey to other municipalities that utilize ApplicantPro hiring software for their feedback.

V. REPORTS:

- A. The Personnel Director informed the Commission regarding the status of the Assistant Foreman positions in the Department of Public Services, Water & Sewer Division.
- B. The Personnel Director informed the Commission regarding the status of the Election Coordinator position in the Clerk's Office.
- C. The Personnel Director informed the Commission regarding the status of the Ordinance Enforcement Officer positions in the Building Department.

VI. PUBLIC PARTICIPATION:

Public participation was conducted.

VII. COMMISSIONER COMMENTS:

The Commission scheduled the next meeting for Wednesday, November 20, 2019.

VIII. OLD BUSINESS:

None.

IX. ADJOURNMENT:

Mr. Russi made a motion to adjourn at 6:20 p.m. Mr. Jackson seconded. The motion passed unanimously.

Respectfully submitted,

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