WEST CHICAGO
CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION
MINUTES
Regular Meeting
April 11, 2017

***Approved 5-9-17**

(1) Call to Order and Establishment of a Quorum.
Chairman Juan Chavez called the meeting to order at 4:40 p.m. Commissioners in attendance: Ryan Hall. Sara Schafer was absent. A quorum was established. Carol LeBeau was also in attendance. .

(2) Approval of Minutes.
The minutes from the Commission's last meeting on 1/10/17 were approved. Motion made by Ryan Hall seconded by Juan Chavez. Motion carried.

(3) Public Participation – None.

(4) Old Business – None.

(5) New Business – None.

(6) Items for Discussion and Possible Action –
The following Items were deferred/tabled to the next Civil Service Commission meeting due to the absence of a full Commission.
Election of a Secretary.
Review of the Civil Service Rules and Regulations.
Review and Discussion of Civil Service File record retention.

(7) Correspondence – None.

(8) Executive Session – None.

(9) When Applicable Items to be Referred for Final Action from Executive Session – None.

(10) Adjournment – A motion was made by Ryan and seconded by Juan to adjourn the meeting. The motion carried and the meeting adjourned at 4:45 p.m.

Respectfully Submitted,

Carol LeBeau
Human Resources Coordinator