

WEST CHICAGO CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

MINUTES

Regular Meeting

May 9, 2017

*Approved 10/10/17

(1) Call to Order and Establishment of a Quorum.

Chairman Juan Chavez called the meeting to order at 4:35 p.m. Commissioners in attendance: Ryan Hall. Sarah 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 4/11/17 were approved. Motion made by Ryan Hall seconded by Juan Chavez. Motion carried.

(3) Public Participation – None.

(4) Old Business – None.

(5) New Business – Ryan Hall submitted a letter resigning his seat from the Commission effective with the June 13, 2017 meeting. Ryan was appointed to the Commission in March of 2015.

(6) Items for Discussion and Possible Action –

The following Items were deferred/abled 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