

**SPRINGDALE CIVIL SERVICE COMMISSION
AGENDA**

Tactical Training Room, 2nd Floor, Criminal Justice Building

***MONDAY, SEPTEMBER 13, 2021
8:30 a.m.***

1. Call to Order - Chairman Bob Downum
2. Roll Call
3. Approval of Minutes: July 13, 2021 Meeting
4. Police Department – Chief Mike Peters
 - A. Update on the May 2021 Police New Hire test.
 - B. Set dates for January New Hire Test (proposed dates)
 - Open ApplicationsMonday, October 11, 2021
 - Close ApplicationsFriday, December 31, 2021
 - Written TestSaturday, January 8, 2022
 - Civil Service Interviews.....Monday, January 10, 2022
5. Fire Department – Chief Mike Irwin
 - Application PeriodSeptember 13- December 17, 2021
 - Fire Department InterviewsJanuary 18-19, 2022 (2 days)
 - Civil Service Interviews.....January 25-26, 2022 (2days)
 - Job Offers on or beforeFriday, Feb 11, 2022
 - Start DateMonday, February 28, 2022
 - First Day of AcademyMonday, March 21, 2022
6. Old Business
7. Comments from Commissioners
8. Adjourn

Springdale Civil Service Commission July 13, 2021 Minutes

The Springdale Civil Service Commission met on Tuesday, July 13, 2021 at 8:00am in the Mickey Jackson Fire Training Center classroom.

Commission members present for the meeting were:

Bob Downum, Chairman
Danny McGinley, Secretary
Dave Chapman

Others present: Chief Michael Irwin, Asst. Chief Ron Skelton,
Battalion Chief Mike Bronner, Battalion Chief Blake Holte
Captain Lester Coger, Captain Derek Hudson, Captain Frank Gamble
Tara Lewis

Chairman Bob Downum called the meeting to order at 8:00am.

APPROVAL OF MINUTES

The Commissioners were presented the minutes from the March 18, 2021 & May 3, 2021 meetings. Commissioner Danny McGinley made the motion to approve the minutes as presented. Commissioner Dave Chapman seconded this motion. Motion passed.

POLICE DEPARTMENT

Captain Frank Gamble presented the attached promotional lists for Corporal and Captain to be certified. Commissioner Dave Chapman made the motion to certify both lists as presented. Commissioner Danny McGinley seconded this motion. Motion passed.

There was a discussion regarding when the Civil Service Commission could hold interviews for the Assistant Chief of Police position. The Commission decided the interviews would be held on Tuesday, July 27th, 2021 at 09:00am at the Mickey Jackson Fire Training Center.

FIRE DEPARTMENT

Chief Irwin and Chief Holte led a discussion regarding future changes to the CRRD Promotions test. They would like for there to be parallel testing capabilities for operations roles and administrative roles. They will present the new proposed process at the September meeting.

Chief Irwin discussed proposing changes to the format of the Entry Level FF testing process. He would like to switch the process from its current format and have the Chief Officers interview candidates prior to the Civil Service Commission conducting their interviews. Everyone discussed that the Fire Department would need to come up with a scoring process to rank candidates. This would also lead to the Civil Service Commission having to conduct fewer interviews. The full proposal will be presented at a later date.

Chief Irwin requested that the commission approve the next Driver/Operator testing dates and source/study materials (attached). The Driver/Operator testing will be held Tuesday, September 28th & 29th at the Mickey Jackson Fire Training Center. The Civil Service Commission will certify the candidate list via a Zoom meeting following the testing. Commissioner Danny McGinley made a motion to accept the Driver/Operator dates and materials as presented. Commissioner Dave Chapman seconded this motion. There was a voice vote of all ayes. Motion passed.

EXECUTIVE SESSION

At 8:32am, the meeting was moved into executive session so that the Civil Service Commission could conduct oral interviews with the entry level firefighter candidates. Commissioners Danny McGinley, Dave Chapman and Bob Downum were present for all 39 interviews.

ENTRY LEVEL FIREFIGHTER CERTIFICATION

At 2:05pm on July 14th, 2021, the Commission completed the executive session interviews and reconvened the meeting for the purpose of certifying the entry level firefighter candidate list. The following Commissioners were present when the meeting reconvened: Danny McGinley, Dave Chapman & Bob Downum. Others present were: Fire Chief Michael Irwin, Asst. Chief Ron Skelton & Tara Lewis. The Commissioners were presented the entry level firefighter test scores and final ranking. After a brief discussion, a motion was made by Commissioner Dave Chapman to certify all candidates, whose composite score was over 70%, based on their final ranking. Commissioner Danny McGinley seconded the motion. There was a voice vote of all ayes. Motion passed. The Fire Chief understands, under state law, the hiring procedure (by the rule of three). Those entry level firefighter candidates certified are:

- | | |
|------------------------|-----------------------------|
| 1. Seth Williams | 19. Brandon Newman |
| 2. Johan Burns | 20. Jordan Powell |
| 3. William Gibson | 21. Joseph Austin |
| 4. Jacob Smothers | 22. Fernando Cordova Ibarra |
| 5. Christopher Nooner | 23. Stuart Worthington |
| 6. Taylor Hilko | 24. Garret Neuman |
| 7. Tanner Goodwin | 25. Ethan Cox |
| 8. Dylan McDonald | 26. Jon Stevens |
| 9. Jonathan Matthews | 27. John Hendricks |
| 10. Cian Kennefick | 28. Grant Saunders |
| 11. William Watts | 29. Aaron Webb |
| 12. Skyler Wintle | 30. Benjamin Smith-Antuna |
| 13. Matthew Hutchinson | 31. Garrett Prater |
| 14. Andrew Trowbridge | 32. Tyler McKinney |
| 15. James Perez | 33. Aaron Dyuran |
| 16. Tanner Seals | 34. Ledger Anderson |
| 17. Russell Reynolds | 35. Logan Showalter |
| 18. Matthew Carter | |

There being no further business before the Commission, the meeting was adjourned at 2:07pm.

Danny McGinley, Secretary

Date Approved

MINUTES OF THE
March 18, 2021
MEETING OF THE
SPRINGDALE CIVIL SERVICE COMMISSION

The Springdale Civil Service Commission met on Thursday, March 18, 2021 at 9:30 a.m..

Four Civil Service Commissioners were present by Zoom -- Bob Downum, Danny McGinley, Charles Farmer and Eric Harris

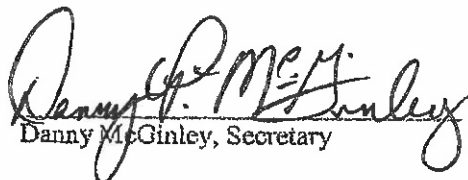
Present -- Chief Mike Peters, Capt Lester Coger, Capt Frank Gamble, Capt Derek Hudson, City Attorney Ernest Cate, Lisa Anderson (Chief Irwin present by Zoom)

Chief Peters requested approval for the top six candidates, for the rank of Lieutenant and Sergeant, from the promotional testing that concluded March 16, 2021.

Danny McGinley motioned to certify the promotion list. Charles Farmer seconded and it passed unanimously.

The meeting concluded at 9:33am

CIVIL SERVICE COMMISSION



Danny McGinley, Secretary

7/13/2021
Date

SPRINGDALE CIVIL SERVICE COMMISSION
MAY 3, 2021
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Danny McGinley amended the original motion for the Corporal and Captain Test dates to change the dates from the week of June 28, 2021 to the week of July 5, 2021. Charles Farmer made the second.

There was a voice vote of all ayes and no nays.

Chief Peters advised the commissioners that he is going to ask the City Council to fund the Assistant Chief position. If it is approved, he will then ask for a promotions test.

Bob Downum moved the meeting into executive session for police officer interviews.

Danny McGinley, Dave Chapman and Bob Downum then began oral interviews on 19 police applicants.

After the oral interviews, the composite grades were compiled and reviewed.

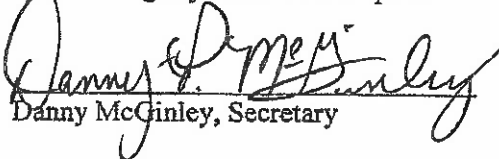
Dave Chapman made the motion to certify those candidates that scored 70% or higher overall. Danny McGinley made the second.

There was a voice vote of all ayes and no nays.

Those certified are:

1. William Wilson
2. Ashley Bush
3. Katherine Barger
4. Logan Kelley
5. Daniel Warner
6. Michael Dickerson
7. Alfredo Arenas
8. Robert Hamburg
9. Salvador Lopez
10. Marco Lopez
11. Kendrick Nunez
12. Keshun Wells

The meeting adjourned at 2:00 p.m.


Danny McGinley, Secretary

7/13/2021
Date Approved



CITY of SPRINGDALE

POLICE DEPARTMENT
OFFICE OF THE CHIEF OF POLICE

To: Civil Service Commission
From: Chief Mike Peters
Date: 7/12/2021
Re: Promotion Certification List

Commissioners, this is the final ranking by score of the candidates for the rank of Captain. The testing was held on July 8, 2021.

I request that the commission certify the top three candidates.

Captain Promotion List

1. Derek Wright	92.94%
2. Jeff Taylor	87.45%
3. Rob Stewart	70.39%
4. Eric Jaro	66.67%

Sincerely,

Mike Peters

Mike Peters
Chief of Police

ADMINISTRATION BUILDING, 201 NORTH SPRING STREET, SPRINGDALE, ARKANSAS 72764
(479) 751-4542 CHIEF MIKE PETERS



CITY of SPRINGDALE

POLICE DEPARTMENT
OFFICE OF THE CHIEF OF POLICE

To: Civil Service Commission
From: Chief Mike Peters
Date: 7/12/2021
Re: Promotion Certification List

Commissioners, this is the final ranking in alphabetical order, of all Corporal Candidates from the 2021 promotion process. All candidates scored above 70% and have completed all the additional requirements. I request that this list be certified by the commission.

Corporal Testing Results

1. Robert Aini	70%	14. Mallory Kaleta	74%
2. Stewart Bailey	82%	15. Andrea Leweallen	72%
3. Summer Bailey	84%	16. Walter Mercado	80%
4. Tim Baker	76%	17. Matt Ray	90%
5. Travis Beyer	80%	18. Peter Reynebeau	80%
6. Ashely Booth	84%	19. John Robertson	78%
7. Trevor Bowen	74%	20. Julio Sanchez	76%
8. Zachary Dunford	70%	21. Michael Sparkman	88%
9. Justin Ingram	84%	22. Milisa Steiner	70%
10. Morris Irvin	88%	23. Jeffery VerHoeven	96%
11. Justin Jackson	70%	24. Fredy Villeda	90%
12. Gene Johnson	90%	25. Chad Wilson	80%
13. Scott Johnson	88%		

Sincerely,

A handwritten signature in cursive script that reads "Mike Peters".

Mike Peters
Chief of Police

ADMINISTRATION BUILDING, 201 NORTH SPRING STREET, SPRINGDALE, ARKANSAS 72764
(479) 751-4542 CHIEF MIKE PETERS



SPRINGDALE FIRE DEPARTMENT

2021 Driver/Operator Promotional Exam Announcement



This promotional exam is for the rank of Driver/Operator. Candidates taking the exam are required to have 3 years of service as a Firefighter at the time of the test as per the requirements found in the City of Springdale Civil Service Manual. In addition, candidates must possess the following certifications found in the "CERTIFICATES, LICENSES, REGISTRATIONS" section of the City of Springdale Fire Department Job Description for Driver/Operator. These include: valid Driver's License, Firefighter I & II Standards Certificate, Arkansas EMT Certificate, Hazardous Material Operations Level, CPR, NIMS ICS 100, 200, 700, and 800 certification, IFSAC Driver Operator Certificate, SFD Backup Driver-Engine, SFD Backup Driver- Ladder.

Format for the examination process is as follows:

Phase 1 - Written examination

Phase 2 - Practical Scenarios

Phase 1 (written examination) will begin at **0900 hours Tuesday, September 28th** at the Mickey Jackson Fire Training Center. Phase 2 (practical scenarios) will begin immediately following the written examination and will carry over until **Wednesday, September 29th** if needed. The Civil Service Commission has determined that the test process will be scored by assigning 50% to the written exam, and 50% to the practical scenarios.

A signup sheet will be available beginning **Monday July 19st 2021** in Fire Administration. All eligible candidates desiring to take the examination must ensure their name is on the signup sheet no later than **1700 hours on Friday August 20th, 2021**. Please see Stephanie Sisco to add your name to the signup sheet.

Source Materials for the Written Examination:

- IFSTA Pumping & Aerial Apparatus Driver/Operator, 3rd Edition
- City of Springdale Job Description for Driver/Operator
- Springdale Fire Department Policies' and Procedures Manual (*listed below*) as published in Target Solutions. No changes to the policies and procedures manual after **Monday July 19st, 2021** will be tested.

101.26 Knox Boxes and Knox Key Security

101.27 Security of Units and Stations

201.01 Incident Hazard Zones

210.02 Geographical Identifiers of Scenes

201.03 Personal Protective Equipment

201.04 Self Contained Breathing Apparatus

201.08 Hot & Cold Weather Considerations

201.09 Personnel Accountability System

201.10 Roadway Operations

201.13 Standard and Benchmark Radio Phrases

201.16 Emergency Evacuation Signal

201.21 Apparatus and Vehicles

201.22 Traffic Pre-Emption Systems

201.23 Diesel Exhaust Removal Systems

201.25 Hose Compliments, Hose Loads, and Nozzles

201.26 Apparatus Shoreline Usage

201.27 Pump Discharge Pressures

201.30 Reserve Apparatus and Equipment

201.32 Hose Testing Procedure

201.35 PSTrax Asset Tracking System

301.11 Driver Training

501.01 Standard Alarms

501.04 Unit and Personnel Staging

501.07 Class A Foam and CAFS

501.13 Restocking Apparatus Haz-Mat Bags

501.14 Gas Monitor Checks

501.15 Repair Requests

501.19 Portable Fire Extinguishers

501.21 Personal and PPR Fire Scene Decontamination

601.07 EMS Supplies Outdates and Restocking

Practical Scenarios will consist of each of the following evaluations:

- Engine Operations Scenario
- Ladder Operations Scenario
- Driving/VFIS Course