

SPRINGDALE CIVIL SERVICE COMMISSION

AGENDA

Police Dept. Tactical Training Room
201 Spring Street

Monday April 29, 2024 8:30 a.m.

1. Call to Order - Chairman Bob Downum
2. Roll Call
3. Approval of Minutes from the 2/20/2024 Meeting
4. Police Dept – Chief Frank Gamble
 - Request approval of entry level testing schedules for new officers - See attached memo.
5. Fire Dept – Chief Blake Holte
6. Comments from Commissioners
6. Executive Session for Police Dept entry level candidate interviews
7. Close Executive Session to Certify candidate list
8. Adjourn



CITY of SPRINGDALE

POLICE DEPARTMENT
OFFICE OF THE CHIEF OF POLICE

To: Civil Service Commission
CC: Mayor Doug Sprouse, HR Director Gina Lewis,
City Attorney Ernest Cate
From: Chief Frank Gamble
Date: April 23, 2024
Re: Civil Service Test for September and December 2024

Commissioners,

I would like to request the following schedule for our next two entry level tests for police officer candidates for the Springdale Police Department. These are the dates that will be utilized for the testing process:

April 30, 2024 (Tuesday) – Open applications for new hire test
September 23, 2024 (Friday) – Close applications for new hire test
September 28, 2024 (Saturday) – Written civil service test
September 30, 2024 (Monday) – Civil service interviews

September 30, 2024 (Monday) – Open applications for new hire test
December 2, 2024 (Monday) – Close applications for new hire test
December 7, 2024 (Saturday) - Written civil service test
December 9, 2024 (Monday) – Civil service interviews

This will allow us the time that is necessary to complete backgrounds for the applicants prior to the next police academy.

Sincerely,

A handwritten signature in black ink, appearing to read "Frank Gamble".

Frank Gamble
Chief of Police

Sarah Manweiler

From: Frank Gamble <fgamble@springdalear.gov>
Sent: Friday, April 19, 2024 8:36 AM
To: Sarah Manweiler; Blake Holte; bdownum
Subject: RE: AGENDA 04/29/24

We will need to add-

6. Executive session for police department candidate interviews
7. Close executive session to certify candidate list
8. Adjourn

Thank you,
Frank

Frank Gamble
Chief of Police
Springdale Police Department
479-756-8200



Service Pride Dedication

Sarah Manweiler

From: Bob Downum Realty Group <bdownum@downumrealty.com>
Sent: Friday, April 19, 2024 10:58 AM
To: Frank Gamble
Cc: Sarah Manweiler; Blake Holte
Subject: Re: AGENDA 04/29/24

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Sarah

Please add: 1. Comments from commissioners 2. go into executive session to interview entry level police applicants.

Thanks, Bob

Sent from my iPhone

Bob Downum

On Apr 19, 2024, at 8:35 AM, Frank Gamble <fgamble@springdalear.gov> wrote:

We will need to add-

- 6. Executive session for police department candidate interviews
- 7. Close executive session to certify candidate list
- 8. Adjourn

Thank you,
Frank

Frank Gamble
Chief of Police
Springdale Police Department
479-756-8200
<image002.png>

Civil Service Commission members in attendance

Bob Downum
Julie Loper
Danny McGinley
Charles Farmer—Arrived at 10:35 AM
Greg Tuck—ABSENT

Others in attendance

Ernest Cate
Chief Frank Gamble
Chief Blake Holte
Pat Lee
Sarah Manweiler

Meeting called to order by Bob Downum at 10:30 AM

Police Chief Gamble requested to schedule the next promotional testing as well as the testing materials and how it will be scored. All of this was included in the attached letter from Chief Gamble. The written and assessment testing will be the weeks of June 3, 2024 and June 10, 2024 respectively. The Corporal test will just be written; the Lieutenant, Sergeant, and Captain will be written and assessment tests. Chief Gamble proposed that only candidates that score 70% or higher and the top 15 scores on the written test move on to the assessment test for each rank (Captain and Lieutenant wouldn't have that many). If there is a tie at the 15th highest score, both will move on. Chief Gamble also mentioned a meeting would need to be scheduled once the test results were back to have the commission certify the results. The written test is 40% of the score and the assessment is 60%. The material for the testing is as follows: Springdale Police Dept Policy Manual, City of Springdale Employee Personnel Manual, Arkansas Criminal Traffic Law Manual (23-24 edition), and a book named Emotional Survival for Law Enforcement (Revised edition by Kevin Gilmartin). Chief Gamble asked that they are allowed to add Seniority points for years of law enforcement experience to the final results. He said they have done this for the last several years and would like to continue doing so. He added this would count for any law enforcement experience whether that be with Springdale or another department. The seniority points will be as follows:

10-15 years—1 point
15-20 years—2 points
Over 20 years—3 points

Commissioner Danny McGinley made the motion to accept all parameters for promotion testing as presented by Chief Gamble. Julie Loper made the second.

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

Fire Chief Holte requested to change the scheduled Captains Testing dates for the Springdale Fire Department due to a conflict with a conference that many will be attending. Pat Lee discussed that testing is currently scheduled April 18 and 19, 2024. He requested to move to April 23 and 24, 2024 with a commission meeting on 24th at 4:00 PM to certify results.

Danny McGinley made the motion to accept moving the Fire Dept testing dates as presented by Chief Holte and Pat Lee as well as a zoom meeting after the testing to certify the results (zoom meeting- 4/24/24 4:00 PM). Julie Loper made the second.

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

Julie Loper asked Chief Gamble about scheduling a meeting to certify the results of the Police testing. Chief said Monday June 17, 2024 at 9:00 AM.

Danny McGinley made the motion to accept the zoom meeting to certify the Police promotional testing results on Monday June 17, 2024 at 9:00 AM. Julie Loper made the second.

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

Chief Gamble mentioned that Sarah Manweiler will be handling the Civil Service Commission minutes and agendas going forward.

It was mentioned that the next meeting is April 29th, 2024 at 8:30 AM. Also, the annual meeting will be May 6th, 2024 at 9:00 AM.

No further discussion. Meeting Adjourned, at 10:45 AM.

Bob Downum, President

Date