

MINUTES

Grand Forks Civil Service Commission March 13, 2025, Scheduled Meeting

Chairperson LaHaise called the Grand Forks Civil Service Commission meeting to order at 9:30 AM. Commissioners Nies, Reitmeier, Svoboda, and Hodnefield were present.

CHANGES TO THE AGENDA

A motion was made by Commissioner Nies to approve the addition of an eligible register for a Public Safety Telecommunicator Team Lead position to the March 13, 2025 Civil Service agenda. The motion to approve was seconded by Commissioner Svoboda. A vote was taken, and all were in favor, motion carried.

A motion was made by Commissioner Reitmeier to approve the removal of the agenda item Drug and Alcohol Policy Discussion from the March 13, 2025 Civil Service agenda. The motion to approve was seconded by Commissioner Svoboda. A vote was taken, and all were in favor, motion carried.

ELIGIBILITY REGISTER

Public Safety Telecommunicator Team Leader

The PSAP Department recommended establishing the Public Safety Telecommunicator Team Leader position Eligibility Register at 64.600 points which includes 3 candidates on the register. Commissioner Nies moved to approve and establish the register at 81.000 points and place 3 candidates on the register. Commissioner Svoboda seconded the motion. A vote was taken, and all were in favor, motion carried.

Brittany Stahl
Alesia Terpstra
Marissa Watling

APPROVAL OF MINUTES

A motion was made by Commissioner Svoboda to approve the minutes from the February 13, 2025, Grand Forks Civil Service Commission meeting. The motion to approve was seconded by Commissioner Nies. A vote was taken, and all were in favor, motion carried.

RE-EMPLOYMENT REGISTER REQUESTS

A motion was made by Commissioner Nies to approve the request to place Benjamin Voynov on the Police Officer re-employment register for one year. The motion to approve was seconded by Commissioner Svoboda. A vote was taken, and all were in favor, motion carried.

A motion was made by Commissioner Reitmeier to approve the request to place Christopher Eken on the Building Trades Inspector re-employment register for one year. The motion to approve was seconded by Commissioner Nies. A vote was taken, and all were in favor, motion carried.

REASSIGNMENT REGISTERS

Public Health Administrative Coordinator

The Public Health department recommended establishing the Public Health Administrative Coordinator position Reassignment Register at 85.000 points which includes 2 candidates on the register. Commissioner Nies moved to approve and establish the register at 85.000 points and place 2 candidates on the register. Commissioner Svoboda seconded the motion. A vote was taken, and all were in favor, motion carried.

Cheyenne Swanson
Bonnie Sinjem

Planner

The Planning and Community Development department recommended establishing the Planning position Reassignment Register at 97.000 points which includes 1 candidate on the register. Commissioner Svoboda moved to approve and establish the register at 97.000 points and place 1 candidate on the register. Commissioner Reitmeier seconded the motion. A vote was taken, and all were in favor, motion carried.

Anna Henningsgard

GIS Analyst, Senior

The Information Technology department recommended establishing the GIS Analyst, Senior position Reassignment Register at 98.000 points which includes 1 candidate on the register. Commissioner Nies moved to approve and establish the register at 98.000 points and place 1 candidate on the register. Commissioner Reitmeier seconded the motion. A vote was taken, and all were in favor, motion carried.

Jake Mattison

Development Analyst, Senior

The Information Technology department recommended establishing the Development Analyst, Senior position Reassignment Register at 94.000 points which includes 1 candidate on the register. Commissioner Svoboda moved to approve and establish the register at 94.000 points and place 1 candidate on the register. Commissioner Hodnefield seconded the motion. A vote was taken, and all were in favor, motion carried.

Sebastian Nordquist

Systems Manager

The Information Technology department recommended establishing the Systems Manager position Reassignment Register at 93.000 points which includes 1 candidate on the register. Commissioner Nies moved to approve and establish the register at 93.000 points and place 1 candidate on the register. Commissioner Reitmeier seconded the motion. A vote was taken, and all were in favor, motion carried.

Jeremy Lee

A motion was made by Commissioner Nies to adjourn the meeting; it was seconded by Commissioner Reitmeier. A vote was taken, and all were in favor, motion carried, and the meeting was adjourned at approximately 9:50 A.M.

Minutes prepared by Tangee Bouvette, Human Resources.

Respectfully submitted,



Tangee Bouvette
Human Resources Director