

The Civil Service Commission held its regular meeting at 6:00 p.m. on May 8, 2025, in the First Floor Conference Room, City Services Building, 700 W. 29th Street, North Little Rock.

Members present:

Chairman, Mr. Rick Thurow
Vice Chairwoman, Ms. Lillian Williams
Secretary, John Owens
Mr. Jerry Dotson
Mr. Mike Moore
Mr. Bradley Paul

Others present:

Amber McDonnell, Recording Secretary
Betty Anderson, Human Resources Director

I. Call to Order Meeting: Chairman Thurow called the meeting to order.

II. Roll Call: Members present answered to their name –Jerry Dotson, Mike Moore, John Owens, Bradley Paul, Vice Chairwoman Lillian Williams and Chairman Rick Thurow. Member Absent – Anita Cameron.

III. New Civil Service Commissioner Bradley Paul introduced himself. He’s worked in banking since 1986 and worked for the Old First Commercial Bank. In 1997, I was offered a job in North Little Rock to be the President of Community Bank of Sherwood. Anita and I have three boys and I’m happy to be on the commission.

IV. Approve Regular Minutes: A motion was made by Mr. Owens, seconded by Mr. Dotson, and passed unanimously to approve the minutes of the regular meeting held April 10, 2025.

V. Correspondence: A motion was made by Ms. Williams, seconded by Mr. Dotson and passed unanimously to accept and file the correspondence.

A. Electric Department:

Memo dated 04/16/2025 to Director Wilson from Human Resources Director containing selection reports and recommendation to fill the vacancy Apprentice Lineman I. Concurrence dated 04/16/2025. Letter of promotion effective (04/14/2025) sent to Darnell Davis.

Letter of retirement, effective (05/05/2025) received from Customer Service Accounting Clerk, Bobbie Burks.

B. Engineering Department:

Letter of resignation, effective (04/25/2025) received from Engineer Inspector, Logan Easterling.

C. Finance Department:

Memo dated 03/19/2025 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Accounting Clerk III. Concurrence dated 03/20/2025. Letter of hire effective (04/14/2025) sent to Meagan Wass.

Memo dated 04/01/2025 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Accountant. Concurrence dated 04/01/2025. Letter of hire effective (05/05/2025) sent to Abigail Guzman.

D. Fire Department:

Letter of resignation, effective (04/23/2025) received from Firefighter, Adam McPheeters.

Letter of retirement, effective (04/25/2025) received from Lieutenant, Chad Frey.

Letter dated 04/22/2025 from Chief Tucker requesting sufficient names for promotion of Lieutenant due to the retirement of Lieutenant Chad Frey. Letter with names sent from the Commission. Letter of selection received from Chief Tucker. Letter of promotion effective (04/27/2025) sent from the Commission to Firefighter Dustin Coyote to the rank of Lieutenant.

E. Human Resources Department:

Memo dated 03/24/2025 to Director Anderson from Human Resources Director containing selection reports and recommendation to fill the vacancy Training Development Manager/Human Resources Special Projects. Concurrence dated 03/24/2025. Letter of hire effective (04/14/2025) sent to David Baxter, Jr.

F. Parks and Recreation Department:

Memo dated 04/07/2025 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Executive Secretary. Concurrence dated 04/09/2025. Letter of promotion effective (04/14/2025) sent to Jennifer Fields.

Memo dated 03/24/2025 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Golf Assistant. Concurrence dated 03/25/2025. Letter of hire effective (04/12/2025) sent to Jacob Cavnor.

Memo dated 03/27/2025 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 03/31/2025. Letter of hire effective (04/14/2025) sent to Jonathan Spivey.

G. Senior Citizens Center Department:

Memo dated 03/24/2025 to Director Free from Human Resources Director containing selection reports and recommendation to fill the vacancy Office and Rental Manager. Concurrence dated 04/07/2025. Letter of promotion effective (04/12/2025) sent to Pamela Woodall.

H. Letters of appreciation, awards, commendation and recognition to employees from department heads: **Letter of Commendation:** Police Investigator Jeff Coburn, **Letter of Warning:** Officer James Bryant, **Life Saving Award:** Officer's Brett Oliver and Hunter Wade.

VI. Old Business: None.

VII. New Business:

A. A motion was made by Ms. Williams, seconded by Mr. Moore, and passed unanimously to certify the eligibility list for Entry Level Police Officer (ELPO) #25015, April 15-18, 2025.

B. A motion was made by Mr. Dotson, seconded by Mr. Moore, and passed unanimously to certify the 2025 North Little Rock Police Department Examination for Promotion to Sergeant.

C. A motion was made by Mr. Owens, seconded by Ms. Williams, and passed unanimously to certify the 2025 North Little Rock Police Department Examination for Promotion to Lieutenant.

D. A motion was made by Mr. Dotson, seconded by Mr. Moore, and passed unanimously to certify the 2025 North Little Rock Police Department Examination for Promotion to Captain.

E. Chairman Mr. Thurow opened the floor for nominations for Chairman. Mr. Thurow was nominated for Chairman by a motion made by Mr. Owens, seconded by Ms. Williams, and passed unanimously.

Ms. Williams was nominated for Vice Chairwoman by a motion made by Mr. Dotson, seconded by Mr. Owens, and passed unanimously.

Mr. Owens was nominated for Secretary by a motion made by Ms. Williams, seconded by Mr. Dotson, and passed unanimously.

F. A motion was made by Ms. Williams, and passed unanimously by the Commission to excuse the absence of Mr. Moore. Mr. Moore stated he had customers in Shady Valley who had a flood and while helping them, he forgot about the meeting.

VIII. Public Comment: Ms. Anderson mentioned the annual city picnic for city employees. We normally have it out front of the City Services building, but this year is the 20th Anniversary of the submarine and we are going to have it downtown on Friday, June 6, 2025, from 11am to 2pm. First Security Bank is cooking and please stop in and fix a plate lunch and meet city employees.

IX. Adjourn: A motion was made by Mr. Moore, seconded by Ms. Williams, and passed unanimously to adjourn the regular meeting at 6:10 p.m., until the next scheduled meeting to be held on Thursday, June 12, 2025, at 6:00 p.m.

Rick Thurow, Chairman

Amber McDonnell, Recording Secretary