

The Civil Service Commission held its regular meeting at 6:00 p.m. on April 10, 2025, in the First Floor Conference Room, City Services Building, 700 W. 29<sup>th</sup> Street, North Little Rock.

Members present:

Chairman, Mr. Rick Thurow  
Vice Chairwoman, Ms. Lillian Williams  
Ms. Anita Cameron  
Mr. John Owens  
Mr. Jerry Dotson

Others present:

Amber McDonnell, Recording Secretary  
Betty Anderson, Human Resources Director  
Rick Hogan, Assistant City Attorney

- I. Call to Order Meeting: Chairman Thurow called the meeting to order.
- II. Roll Call: Members present answered to their name – Anita Cameron, Jerry Dotson, John Owens, Vice Chairwoman Lillian Williams and Chairman Rick Thurow. Member Absent – Mike Moore.
- III. Approve Regular Minutes: A motion was made by Ms. Cameron, seconded by Mr. Dotson, and passed unanimously to approve the minutes of the regular meeting held March 13, 2025.
- IV. Correspondence: A motion was made by Mr. Owens, seconded by Ms. Williams, and passed unanimously to accept and file the correspondence.

A. Code Enforcement Department:

Memo dated 03/10/2025 to Director McHenry from Human Resources Director containing selection reports and recommendation to fill the vacancy Property Maintenance Worker. Concurrence dated 03/11/2025. Letter of hire effective (03/31/2025) sent to Courtney Peeples.

B. Electric Department:

Memo dated 03/03/2025 to Director Wilson from Human Resources Director containing selection reports and recommendation to fill the vacancy Customer Service Representative II. Concurrence dated 03/05/2025. Letter of promotion effective (03/03/2025) sent to Linda Williams.

Letter of resignation, effective (03/24/2025) received from Billing Administrator, Christopher Collins.

C. Emergency Services Department:

Memo dated 02/14/2025 to Director Francisco from Human Resources Director containing selection reports and recommendation to fill the vacancy Lead Public Safety Dispatcher. Concurrence dated 03/03/2025. Letter of promotion effective (03/01/2025) sent to Brittany Chaperon.

Memo dated 02/13/2025 to Director Francisco from Human Resources Director containing selection reports and recommendation to fill the vacancy Public Safety Dispatcher. Concurrence dated 03/03/2025. Letter of hire effective (03/31/2025) sent to Julie Goshen.

D. Finance Department:

Memo dated 03/06/2025 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Office Assistant III. Concurrence dated 03/10/2025. Letter of hire effective (03/10/2025) sent to Jennifer Besaw.

E. Fire Department:

Letter of retirement, effective (03/28/2025) received from Captain, Jason Knife.

Letter dated 03/26/2025 from Chief Tucker requesting sufficient names for promotion of Captain and Lieutenant due to the retirement of Captain Jason Knife. Letter with names sent from the Commission. Letter of selection received from Chief Tucker. Letter of promotion effective (03/29/2025) sent from the Commission to Lieutenant Trent Harlan to the rank of Captain, and Letter of promotion effective (03/30/2025) sent from the Commission to Firefighter Eric Ray to the rank of Lieutenant.

Letter dated 03/18/2025 from Chief Tucker requesting sufficient names for Firefighter due to the vacancies from Dan Dellorto, Joshua Gipson and Ahmond Owens. Notification dated 03/18/2025 from Chief Tucker giving his selection and requesting letters of hire from the Commission for Entry Level Firefighter. Letters dated 03/20/2025 to Dakota Brown, James Holland and Adam McPheeters for effective date of hire on (04/07/2025).

F. Information Technology (IT) Department:

Memo dated 03/14/2025 to Director Barber from Human Resources Director containing selection reports and recommendation to fill the vacancy System Administrator. Concurrence dated 03/17/2025. Letter of hire effective (04/07/2025) sent to Jimmy Crossen.

G. Parks and Recreation Department:

Letter of retirement, effective (03/02/2025) received from Parks Maintenance Worker, Clifford Murphy.

Memo dated 03/05/2025 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 03/06/2025. Letter of hire effective (03/17/2025) sent to LeQuon Breedlove.

Memo dated 03/20/2025 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker.

Concurrence dated 03/20/2025. Letters of hire effective (03/24/2025) sent to Huber Cerda and Camron McGhee.

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 (03/31/2025) sent to Asche Adair.

H. Police Department:

Letter of retirement, effective (03/10/2025) received from Officer First Class, Patrick Garrett.

I. Senior Citizens Center Department:

Memo dated 03/11/2025 to Director Free from Human Resources Director containing selection reports and recommendation to fill the vacancy Assistant Director/Volunteer Coordinator.

Concurrence dated 03/11/2025. Letter of promotion effective (03/17/2025) sent to Angela Wirt.

J. Street Department:

Letter of retirement, effective (03/31/2025) received from Helper, Robert Chapman, Jr.

Letter of retirement, effective (03/31/2025) received from Heavy Equipment Operator, Frederick Moore III.

Memo dated 03/11/2025 to Director Lane from Human Resources Director containing selection reports and recommendation to fill the vacancy Light Equipment Operator. Concurrence dated 03/11/2025. Letter of hire effective (03/31/2025) sent to Wayne Givens.

K. Traffic Department:

Letter of retirement, effective (04/04/2025) received from Chief Signal Technician, Jacob Mahan.

L. Letters of appreciation, awards, commendation and recognition to employees from department heads: **Letter of Commendation:** Officer, Joseph Sheldon.

V. Old Business: None.

VI. New Business:

A. A motion was made by Ms. Williams, seconded by Ms. Cameron, and passed unanimously to certify the eligibility list for Firefighter (ELFF) #24124. Ms. Cameron asked how many vacancies and Ms. Anderson stated she would have to check.

B. A motion was made by Mr. Owens, seconded by Mr. Dotson, and passed unanimously to certify the eligibility list for Certified Entry Level Police Officer (CELPO) #22175, April 2025.

C. A motion was made by Mr. Dotson, seconded by Mr. Owens, and passed unanimously to certify the eligibility list for Experienced Public Safety Dispatcher (EPSD) #25009. Ms. Williams asked how do you become an experienced public safety dispatcher. Ms. Anderson stated if you are able to dispatch an emergency on police and fire for a major city, such as from Little Rock, Jacksonville or Sherwood. If you have been a dispatcher from a small town you would not be eligible to be hired as an experienced public safety dispatcher. Mr. Owens asked if the names on the eligibility lists are being added to other lists that the city maintains or are they the only names on the list. Ms. Anderson stated those are the only names that have applied. Ms. Cameron asked if the ones that are experienced, do they currently work for North Little Rock or are we bringing them in to be hired. Ms. Anderson stated we are bringing them in to be hired. The applicants that previously worked for the City of Little Rock or another experienced agency have to go through our process and pass backgrounds and once they pass, then they get hired. If a police applicant is already certified as a police officer and they come from a different police department agency like Dallas or Little Rock, it's easier for us to have background checks done and get them hired. At this time, we might only have one certified police applicant that took the test. Ms. Williams asked if the regular Public Safety Dispatchers could become experienced Public Safety Dispatchers after a year working for North Little Rock. Ms. Anderson stated she thinks it's confusing the commissioners. The public safety dispatchers don't move up. The city is short handed and we need experienced dispatchers and we can go ahead and start the experienced dispatchers. The public safety dispatchers that are coming in, they are new hires and don't have any experience. Once they are hired as dispatchers and they get off of probation they don't have to compete with the experienced public safety dispatcher. Ms. Williams asked if the experienced dispatcher makes more money than a dispatcher. Ms. Anderson answered no. Ms. Cameron stated you don't have to go through the training/probationary period to become certified. Ms. Anderson stated you still have to go through probation, but the experienced public safety dispatchers already have the training and can be on the floor faster where the other public safety dispatchers can't and they have to go through the training.

D. A motion was made by Ms. Cameron, seconded by Mr. Dotson, and passed unanimously to certify the eligibility list for Public Safety Dispatcher (PSD) #24096 D.

E. Chairman Thurow stated the upcoming appointment to the CSC Commission, Bradley (Brad) Paul, (replacing Bob Fleckenstine).

F. A motion was made by the Commission, and passed unanimously to not excuse the absence of Mr. Fleckenstine from the March 13, 2025, regular meeting. Mrs. McDonnell stated Mr. Fleckenstine contacted her this evening stating he attended a fish fry and forgot to call in. Ms. Cameron asked if Mr. Paul would be attending next month's Civil Service meeting. Ms. Anderson confirmed that Mr. Paul would be attending May's upcoming meeting, but had a conflict for tonight's meeting. Mr. Dotson asked if Mr. Fleckenstine's appointment was up. Ms. Anderson stated the Mayor looked at how long Mr. Fleckenstine was a commissioner for the Civil Service Commission, and he's been on the committee since 2006 and wanted to give someone else an opportunity to serve.

- VII. Public Comment: Ms. Anderson stated around the city the new fire station is breaking ground and coming along, working on the new event center for downtown and picking up damage from the wind and flooding. Ms. Williams mentioned her term has expired and Ms. Anderson stated she is being reappointed at the city council meeting on Monday, April 14, 2025. Ms. Anderson mentioned she is getting a new employee, David Baxter who will be a trainer and our Fit2Live programmer. Mr. Baxter was a North Little Rock police officer, he worked for the Arkansas Municipal League, Criminal Justice Institute and currently doing federal contracting. I advertised for a Training Development Manager and an HR Special Projects Manager. Mr. Baxter is well experienced and highly recommended. We are looking forward to having Mr. Baxter on our team.
- VIII. Adjourn: A motion was made by Ms. Williams, seconded by Ms. Cameron, and passed unanimously to adjourn the regular meeting at 6:12 p.m., until the next scheduled meeting to be held on Thursday, May 8, 2025, at 6:00 p.m.

  
Rick Thurow, Chairman

  
Amber McDonnell, Recording Secretary