

The Civil Service Commission held its regular meeting at 6:00 p.m. on February 13, 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, Mr. Bob Fleckenstine
Ms. Anita Cameron
Mr. Mike Moore
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, Secretary Bob Fleckenstine, Mike Moore, John Owens, Vice Chairwoman Lillian Williams and Chairman Rick Thurow.

III. Approve Regular Minutes: A motion was made by Ms. Williams, seconded by Mr. Dotson, and passed unanimously to approve the minutes of the regular meeting held January 16, 2025.

IV. Correspondence: A motion was made by Mr. Moore, seconded by Ms. Cameron, and passed unanimously to accept and file the correspondence. Ms. Cameron questioned under the Finance department section filling a vacancy and a notice of discharge in the same day for the same person. Ms. Anderson stated something came back in her background.

A. Administration Department:

Letter of retirement, effective (02/14/2025) received from Building Maintenance Technician, Michael Swafford.

B. Code Enforcement:

Letter of resignation, effective (02/14/2025) received from Property Maintenance Worker, Robert Keathley.

C. Electric Department:

Memo dated 12/30/2024 to General Manager Wilson from Human Resources Director containing selection reports and recommendation to fill the vacancy Climbing/Ground Assistant I. Concurrence dated 12/30/2024. Letter of hire effective (01/13/2025) sent to Mark Tyler Hood, Letter of hire effective (01/18/2025) sent to Jackson Berry and Letter of hire effective (01/27/2025) sent to Keshawn Blevins.

Memo dated 01/02/2025 to General Manager Wilson from Human Resources Director

containing selection reports and recommendation to fill the vacancy Journeyman Lineman. Concurrence dated 01/06/2025. Letter of hire effective (01/27/2025) sent to Jordan Hollingshead. Memo dated 12/11/2024 to General Manager Wilson from Human Resources Director containing selection reports and recommendation to fill the vacancy Tree Trimmer/Climber. Concurrence dated 01/06/2025. Letter of hire effective (01/27/2025) sent to Bradley Smith.

Letter of retirement, effective (02/07/2025) received from Director of Financial Operations, Dana Wallis.

D. Emergency Services Department:

Memo dated 12/04/2024 to Director Francisco from Human Resources Director containing selection reports and recommendation to fill the vacancy Public Safety Dispatcher. Concurrence dated 01/07/2025. Letters of hire effective (01/13/2025) sent to Kidada Cobb and Peter Delaney.

E. Finance Department:

“Notice of Discharge” of Accountant, effective 01/07/2025: Kayla Koba.

Memo dated 11/08/2024 to Director Strange from Human Resources Director containing selection reports and recommendation to fill the vacancy Office Assistant II. Concurrence dated 11/12/2024. Letter of hire effective (01/13/2025) sent to Arquita Jones.

“Notice of Discharge” of Office Assistant II, effective 01/13/2025: Arquita Jones.

“Notice of Discharge” of Grant Manager, effective 02/05/2025: Bethany Baldwin.

F. Fire Department:

Letter of retirement, effective (01/17/2025) received from Fire Lieutenant, Gregory Brown.

Letter dated 01/14/2025 from Chief Tucker requesting sufficient names for promotion of Lieutenant due to the retirement of Lieutenant Gregory Brown. Letter with names sent from the Commission. Letter of selection received from Chief Tucker. Letter of promotion effective (01/20/2025); this date should be adjusted to (05/17/2024) due to the Memorandum of Understanding Article 19, sent from the Commission to Firefighter Tyler Colter.

Letter dated 02/05/2025 from Chief Tucker requesting sufficient names for Firefighter due to the vacancy from Gregory Brown. Notification dated 01/24/2025 from Chief Tucker giving his selection and requesting letter of hire from the Commission for Entry Level Firefighter. Letter dated 01/28/2025 to Brennen Stewart for effective date of hire on (02/18/2025).

G. IT Department:

Letter of resignation, effective (02/07/2025) received from System Administrator, John Rose.

H. Parks and Recreation Department:

“Notice of Discharge” of Parks Maintenance Worker, effective 01/07/2025: John Wright.

Memo dated 12/06/2024 to Director Stephens from Human Resources Director containing selection reports and recommendation to fill the vacancy Parks Maintenance Worker. Concurrence dated 12/10/2024. Letters of hire effective (01/13/2025) sent to James Hayes, Jr. and Slade Montgomery.

Letter of resignation, effective (01/17/2025) received from Parks Maintenance Worker, Jackson Berry.

I. Police Department:

Letter of retirement, effective (02/01/2025) received from Officer First Class, Todd Humphries.

Memo dated 02/04/2025 from Chief Thessing needing sufficient names for nine (9) vacancies for the position of Police Officer. A list of names were submitted to the Chief as requested. Notifications from the Chief dated 01/06/2025, giving his selection and requesting letter of hire from the Commission. Letter dated 01/23/2025 to Thomas Labit with an effective date of hire on 02/03/2025.

J. Street Department:

Memo dated 12/23/2024 to Director Lane from Human Resources Director containing selection reports and recommendation to fill the vacancy Helper. Concurrence dated 12/24/2024. Letter of hire effective (01/27/2025) sent to Charles Simpson, Jr.

K. Letters of appreciation, awards, commendation and recognition to employees from department heads: **Letter of Commendation:** John Alston.

V. Old Business: None.


VI. New Business:

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

B. A motion was made by Mr. Moore, seconded by Ms. Williams to excuse the absence of Mr. Dotson from the January 16, 2025, regular meeting. Mr. Dotson stated his mother was rushed to the hospital.

VII. Public Comment: Chairman Thurow mentioned the commission wanted to keep Ms. Anderson and Mr. Hogan in our thoughts and prayers due to recent losses in their families.

VIII. Adjourn: A motion was made by Mr. Owens, seconded by Mr. Moore, and passed unanimously to adjourn the regular meeting at 6:05 p.m., until the next scheduled meeting to be held on Thursday, March 13, 2025, at 6:00 p.m.


Rick Thurow, Chairman


Amber McDonnell, Recording Secretary