

DEPARTMENTAL CORRESPONDENCE

TO: Civil Service Commission and Appeal Board

FROM: Leann Hanf, Human Resources Manager

DATE: March 11, 2025



MEETING MINUTES

ATTENDEES

Commissioner Harry G. Beyoglides, Jr. Chair; Commissioner Timothy Townsend; Commissioner Forest Moses; Human Resources Manager Leann Hanf

CALL TO ORDER

Commissioner Beyoglides called the meeting to order at 4:52 p.m. on March 11, 2025. The meeting was open to the public and was held in the Large Conference Room at the City of Vandalia Municipal Building at 333 James Bohanan Memorial Drive.

APPROVAL OF MINUTES

Mrs. Hanf provided the draft February 12, 2025 meeting minutes for the Commission's review. Commissioner Beyoglides called for review and comments on the minutes. There were none. Commissioner Townsend made a motion to approve the minutes, Commissioner Beyoglides seconded the motion. Forest Moses Abstained. Motion passed 2-0.

APPROVAL OF THE AGENDA

The agenda was approved by general consent.

OLD BUSINESS

None.

NEW BUSINESS

I. Approval/Cancellation/Extension of Eligibility Lists

Approval of Fire Captain List:

Mrs. Hanf presented an eligibility list for the competitive recruitment for the classification of Fire Captain for approval by the Civil Service Commission and Appeal Board. Mr. Moses moved to approve the list as presented for a period of one year from today. Mr. Townsend provided a second. Motion passed unanimously, 3-0.

Approval of Police Officer List:

Mrs. Hanf presented an eligibility list for the competitive recruitment for the classification of Police Officer for approval by the Civil Service Commission and Appeal Board. Mr. Moses moved to approve the list

as presented for a period of one year from today. Mr. Townsend provided a second. Motion passed unanimously, 3-0.

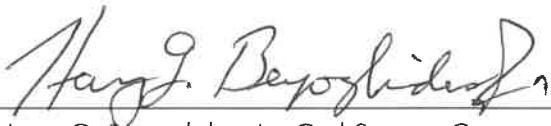
GENERAL DISCUSSION

Mrs. Hanf presented a draft document of the Civil Service Commission and Appeal Board Rules for review by the Commissioners.

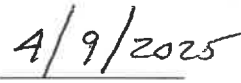
ADJOURNMENT

It was moved by Commissioner Moses to adjourn, which was seconded by Commissioner Townsend. Motion carried, 3-0.

The meeting was adjourned at 5:05 p.m.



Harry G. Beyoglides, Jr., Civil Service Commission Chairman



Date

CC:

Kurt E. Althouse, Interim City Manager

Rob Cron, Assistant City Manager

Department Heads