



CIVIL SERVICE BOARD
CITY OF KEY WEST
PO Box 1409
Key West, FL 33041
(305) 809-3773

MEETING NOTICE

THE CITY OF KEY WEST

CIVIL SERVICE BOARD

WILL HOLD A REGULAR MEETING ON

WEDNESDAY, FEBRUARY 21, 2018
at 5:30 p.m.

CITY HALL-CITY COMMISSION CONFERENCE ROOM (1ST FLOOR)
1300 WHITE STREET, KEY WEST

ANY QUESTIONS, PLEASE CONTACT CLAIRE HURD AT 305-809-3773. THANK YOU.

** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 800-955-8771 or 800-955-8770 (Voice) or the ADA Coordinator at 305-809-3811 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format*

cc: Board Members
Human Resources Dept.
City Clerk's Office
Chief Donnie Lee, Police Dept.
Chief Michael Davila, Fire Dept.
Posting on bulletin boards



**CITY OF KEY WEST
CIVIL SERVICE BOARD
(305) 809-3770**

**AGENDA
CITY OF KEY WEST CIVIL SERVICE BOARD
FEBRUARY 21, 2018 – 5:30 P.M.
CITY HALL – FIRST FLOOR CONF. ROOM
1300 WHITE STREET, KEY WEST**

- I. MEETING CALLED TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVE MINUTES
NOVEMBER 29, 2017 REGULAR MEETING
- V. NEW BUSINESS
 - A. REPORT ON 1/17/2018 FIRE PROMOTIONAL EXAMS
 - B. RATIFY 1/17/2018 FIRE PROMOTIONAL EXAM SCORES
 - C. NEXT SCHEDULED CSB ACTIVITIES:
 - Police Promotional Exam – May 16, 2018
 - Regular Meeting – June 20, 2018
 - Fire Promotional Exam – July 18, 2018
- VI. OTHER BUSINESS
- VII. ADJOURN

IF ANYONE DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS TIME OR HEARING, HE/SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. (FLORIDA STATUTE SECTION 286.0105)

**** It is the policy of the City of Key West to comply with all requirements of the Americans with Disabilities Act (ADA). Please call the TTY number at 800-955-8771 or 800-955-8770 (Voice) or the ADA Coordinator at 305-809-3731 at least five business days in advance for sign language interpreters, assistive listening devices, or materials in accessible format.***

CITY OF KEY WEST
CIVIL SERVICE BOARD
REGULAR MEETING MINUTES OF
NOVEMBER 29, 2017
COMMISSION CONFERENCE ROOM– CITY HALL 1300 WHITE STREET

BOARD MEMBERS PRESENT:

Mark Albury, Chairman
Billy Davis
Bill Lilley

STAFF PRESENT:

Claire Hurd, Clerk

I. MEETING CALLED TO ORDER

The meeting was called to order at 5:25 p.m. by Chairman Albury

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

The Clerk called the roll. All members were present.

There was a quorum.

IV. APPROVE MINUTES

Mr. Davis moved to approve the minutes of June 21, 2017, Mr. Lilley seconded the motion. Motion passed unanimously.

V. NEW BUSINESS

A. REPORT ON 7/19/2017 FIRE EXAMS

The Clerk reported that Mr. Davila served as proctor and the exams were administered without incident. Four candidates took the Driver/Engineer Exam. All candidates obtained passing scores, and there were no requests for a review session. The only candidate who registered for the Captain exam did not attend. The Clerk will ask the test preparer to allow the CSB to use the unused exam for a future exam administration. There were no challenges to the exam.

B. RATIFY 7/19/2017 FIRE DRIVER/ENGINEER EXAM SCORES

Mr. Lilley moved to approve the scores as set forth in the memo from the Clerk dated July 31, 2017. Mr. Davis seconded the motion.

[CLERKS NOTE: Ratified Scores for Driver/Engineer: [Andre J. Guieb-89, Kyle R. Malone- 80, Keith A. Durden-76, Kyle Williams-72]

C. NEXT SCHEDULED CSB ACTIVITIES:

Fire Exam – January 17, 2018

Regular Meeting – February 21, 2018

VI. OTHER BUSINESS

The Clerk reported that Mr. Davila III moved out of town, and resigned from the Board. The Clerk said she had advised the Mayor of the pressing need for additional board members.

Mr. Davis said that it was likely he could proctor the next promotional exams.

VII. ADJOURNMENT


There being no further business, Mr. Davis moved to adjourn the meeting. Mr. Lilley seconded the motion. Meeting adjourned at 5:35 pm.

Claire Hurd, Clerk of the Board



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CITY OF KEY WEST
PO BOX 1409
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MEMORANDUM

TO: Chief Michael Davila
FROM: Claire Hurd, Civil Service Board Clerk 
DATE: January 23, 2018
RE: Test Results for January 17, 2018 fire promotional exams

Listed below are the preliminary results for the January 17, 2018 fire promotional exams. The CSB rules specify that the passing score is 70 points. It is anticipated that the Civil Service Board will ratify the scores at their next meeting scheduled for February 21, 2018.

<u>CANDIDATE</u>	<u>TOTAL SCORE</u>
<i>Driver</i>	
Riely Barber	69
Vincent Vega	62
<i>Captain</i>	
Karl Wagner	75
Wesley Jones	72

If you have any questions concerning the exams or scores, please do not hesitate to contact me at (305) 809-3773.

cc: Division Chief Kenny Wardlow, Civil Service Board File



**CIVIL SERVICE BOARD
CITY OF KEY WEST
PO BOX 1401
KEY WEST, FL 33041
(305) 809-3773**

**CIVIL SERVICE BOARD
2018 MEETING DATES
AND EXAM DATES**

**ALL MEETINGS BEGIN AT 5:30 P.M.
AT CITY HALL -- 1300 WHITE STREET
(COMMISSION CONFERENCE ROOM – 1st FLOOR)**

Wednesday, February 21, 2018

Wednesday, June 20, 2018

Wednesday, September 19, 2018

Wednesday, November 21, 2018

PROMOTIONAL EXAMINATION DATES

Police Exam Date: May 16, 2018

Fire Exam Dates: January 17, 2018
July 18, 2018