

City Hall, 495 S. Main St.
City Clerk's 2nd Floor
Conference Room



March 13, 2019
4:30 PM

Board of Civil Service Trustees Agenda

Items listed on the agenda may be taken out of the order presented; two or more agenda items for consideration may be combined; and any item on the agenda may be removed or related discussion may be delayed at any time. Backup material for this agenda may be obtained from LuAnn D. Holmes, City Clerk, at the Office of the City Clerk, 495 South Main Street, 2nd Floor or on the city's webpage at www.lasvegasnevada.gov.

1. **Call to Order**
2. **Announcement Regarding: Compliance with Open Meeting Law**
3. **Public Comment:** Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.
4. For possible action to approve the Final Minutes by reference of the Regular Meeting of February 27, 2019
5. Discussion for possible action to certify Eligible Lists for Administrative Support Assistant (open); Equipment Operator I (promotional)
6. Discussion for possible action to extend Eligible Lists for Animal Control Officer (open); Concrete Mason (open); Construction Project Representative (open); Irrigation Systems Repairer (open); Park Maintenance Field Supervisor (promotional); Senior Parking Enforcement Officer (open)
7. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Board. No subject may be acted upon by the Board unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.
8. **Adjournment**

Facilities are provided throughout City Hall for the convenience of persons with disabilities. Reasonable efforts will be made to assist and accommodate persons with disabilities or impairments. If you need an accommodation to attend and participate in this meeting, please call the City Clerk's office at 702-229-6311 and advise of your need at least 48 hours in advance of the meeting. Dial 7-1-1 for Relay Nevada.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

City Hall, 495 South Main Street, 1st Floor
Clark County Government Center, 500 South Grand Central Parkway
Grant Sawyer Building, 555 East Washington Avenue
City of Las Vegas Development Services Center, 333 North Rancho Drive

CITY OF LAS VEGAS

AGENDA DOCUMENTATION

Date: March 13, 2019

TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: DAN TARWATER, SECRETARY

SUBJECT: 5. ELIGIBLE LISTS TO BE CERTIFIED

**BOARD ACTION: Vote to Certify or Not Certify
(May be taken as a group)**

TOTAL ELIGIBLE LISTS PRESENTED: 2

	<u>APPLIED</u>	<u>TESTED</u>	<u>PASSED & PLACED ON ELIGIBLE LISTS</u>
1. Administrative Support Assistant – Open	380	153	145
2. Equipment Operator I – Promotional	20	16	15

CITY OF LAS VEGAS

ELIGIBLE LIST

Administrative Support Assistant
Examination

Feb 20 & 21, 2019
Examination Date

19FEB79924-O
Exam Number

Open
Open/Promotional

ADMINISTRATIVE SUPPORT ASSISTANT
GROUP 1
See Attached
GROUP 2
See Attached

REPORT OF EXAMINATION

	<u>APPLICATIONS</u>		<u>ELIGIBLE LIST</u>
ACCEPTED	200	GROUP 1	108
REJECTED	180	GROUP 2	37
TOTAL RECEIVED	380	TOTAL ON LIST	145

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)	100%			
PASSED	145			
FAILED	6			
TOTAL TESTED	153			
DID NOT APPEAR	47			
WITHDREW	2			

ADMINISTRATIVE SUPPORT ASSISTANT (OPEN) 3/13/2019

Candidate Name	GROUP
Adams, Jennifer	1
Anderson, Courtney	1
Arnold, Erica	1
Ashley, Kirsten	1
Bagtas, Jaime	1
Brooks, Ghade	1
Brown, Joshua	1
Campbell, Tijuana	1
Candelario, Gina	1
Chambers, Fallon	1
Chavez, Tiffany	1
Chevas, Therese	1
Cioli, Paula	1
Cruz, Jocelyn	1
Dixon, Markie	1
Dizon, Tipruthai	1
Eliason, Chanel	1
Eng, Alyssa	1
Floyd, Brandi	1
Foster, Debra	1
Fraley, Taylor	1
Geraci, Noelle	1
Glenn, Malia	1
GOLLIHAR, TERRY	1
Guerrero, Maricela	1
Guerrero, Patricia	1
Hadley, Stacey	1
Hall, Nicole	1
Hart, Autnitra	1
Hatmaker, Ryan	1
Hauk, Jordan	1
Higgins, Alexis	1
Holland, Elizabeth	1
Hollingsworth, Christy	1
Hong, Kevin	1
Horton, Timekka	1
Humphries, Candyann	1
Hunt, Dawn	1
IESE, JANE	1
Johnston, Megan	1
Kapanui, Brandee	1
King, Jacquita	1

King, Pearl	1
Konsolakis Garcia, Eleni	1
Kooiman, Jahkiyla	1
Laboy, Andrea	1
LACANILAO, MARK	1
Liston, Richelle	1
Lodewyck, Helena	1
Lopez, Audrene	1
Lugini Romano, Tina	1
Makridis, Crystal	1
Martinez, Roxy	1
McDaniel, Mary Ann	1
Mebane, DeAnna	1
Melendez, Lizette	1
Montes Pinon, Adilene	1
Moody, Meisha	1
Morency, Adrienne	1
Mori-Frederickson, Cindy	1
Ng, Lilly	1
Norvelle, Carol	1
Osmundson, Francie	1
Pace, Analyse	1
Perry, Darian	1
Pinpin, Maritza	1
Ravenelle, Melissa	1
Rey-Morales, Michele	1
Riley, Sheri	1
Rivera, MaTeresa	1
RIVERA, RAEHEL	1
Roadhouse, Brianna	1
Robinson, Marla	1
Rodriguez, Denise	1
Rodriguez, Karla	1
Rodriguez, Theresa	1
Rosas, Ana	1
Ruiz, Patricia	1
SALDANA, IRMA	1
San Pedro, Kathryn	1
Sanchez, Michelle	1
Santiago, Carlos	1
Scott, Tracy	1
Segundo, Stephanie	1
Shepherd, Madison	1
Sherman, Ariana	1
Simmons, Jo	1
Tardy, Annette	1
Tauala, Lauren	1

Taylor, Victoria	1
TINDLE, ASHLEY	1
Tobias, Beverly	1
Trieu, Samantha	1
Tuilagi, Josephine	1
Tyra, Erin	1
Valenzuela, Erica	1
von Oy, Alice	1
Wargo, Vickie	1
Waring, Keyonni	1
Westover, Nicole	1
Whitcomb, Ryan	1
Williamson, Natalie	1
Wilson, Amber	1
Wilson, Michael	1
Wolfe, Katie	1
Wood, David	1
Yturralde, Ydoleena	1
Yvanovich, AnnaLee	1
Banegas, Sofhia	2
Barrera, Kiana	2
Cabral, Veronica	2
Cabrera, Leticia	2
CAMPBELL, KATHERINE	2
Carson, Marsha	2
CASTILLO, ALEXANDRA	2
Christensen, Danielle	2
Fuimaono, Melinda	2
Golden, Leila	2
Gordon, Sandra	2
Gray, LaShawnda	2
Gray-Brothers, Regina	2
HUNTER, COURTNEY	2
JONES, TOINETTE	2
Jones, Yatishia	2
Lafferty, Rachel	2
Lam, Desiree-Hope	2
Logan, Laqueash	2
Lowery, Stephanie	2
Matthews, NataLee	2
Mejia, Yvette	2
Mercado, Wendy	2
Murray, Tazya	2
Nathan, LaTricha	2
Peoples, Zahari	2
Perez, Vanessa	2
Pridgett, Rossalyn	2

RENDON, NORMA	2
Rosario, Niki	2
sierra-martinez, Luz	2
Silva, Devani	2
Vidal, Raul	2
Walker, Heidi	2
Washington, Albert	2
Wright, Debra	2
ZAVALA, PATRICIA	2

Total Record Count: 145

CITY OF LAS VEGAS

ELIGIBLE LIST

Equipment Operator I
Examination

Feb 12 & 13, 2019
Examination Date

18DEC3510-P
Requisition Number

Promotional
Open/Promotional

EQUIPMENT OPERATOR I
GROUP 1
See Attached
GROUP 2
None

REPORT OF EXAMINATION

	<u>APPLICATIONS</u>		<u>ELIGIBLE LIST</u>
ACCEPTED	18	GROUP 1	10
REJECTED	2	GROUP 2	5
TOTAL RECEIVED	20	TOTAL ON LIST	15

TESTS

	<u>WRITTEN</u>	<u>ORAL</u>	<u>PERFORMANCE</u>	<u>SUPPLEMENTAL QUESTIONNAIRE</u>
(Weight)			100%	
PASSED			15	
FAILED			0	
TOTAL TESTED			16	
DID NOT APPEAR			2	
WITHDREW			1	

EQUIPMENT OPERATOR I (PROMOTIONAL) 3/13/2019

Candidate Name	GROUP
Barren, Marcus	1
Boyd, Gregory	1
Braunstein, Christopher	1
Campbell, Austin	1
Delgado Marquez, Luz Maria	1
Egnor II, Anthony	1
Lee, Kevin	1
Mendez, Kevin	1
Rosa, Eric	1
Strong, Jeremy	1
Aztorga, Joaquin	2
gonzalez, domingo	2
McLean II, Joey	2
Smith, Watson	2
Towers jr, Michael	2

Total Record Count: 15

CITY OF LAS VEGAS

AGENDA DOCUMENTATION

Date: March 13, 2019

TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: DAN TARWATER, SECRETARY

SUBJECT: 6. EXTENSION OF ELIGIBLE LISTS

BOARD ACTION: Vote to Extend or Not Extend
(May be taken as a group)

TOTAL EXTENSIONS OF ELIGIBLE LISTS: 6

	<u>REMAINING CANDIDATES ON LIST</u>	<u>LIST EXPIRES</u>	<u>EXT. TO</u>	<u>NUMBER OF THIS EXT.</u>
1. Animal Control Officer – Open	46	3/14/19	9/14/19	2
2. Concrete Mason – Open	5	3/12/19	9/12/19	1
3. Construction Project Representative – Open	10	3/12/19	9/12/19	1
4. Irrigation Systems Repairer – Open	10	3/14/19	9/14/19	2
5. Park Maintenance Field Supervisor – Promotional	7	3/28/19	9/28/19	2
6. Senior Parking Enforcement Officer – Open	5	3/12/19	9/12/19	1

Memorandum

City of Las Vegas
Human Resources

To: Michele Freeman, Director
Department of Public Safety

From: Megan Kirch, Administrative Secretary

CC: Jasmine Freeman
Karla Limon

Date: February 4, 2019

RE: Extension of Open Eligible List: Animal Control Officer

The eligible list will expire on: March 14, 2019
Candidates remaining on list: 46
Date list was certified: March 14, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

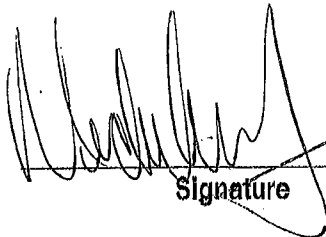
Signed Memo Due: February 21, 2019

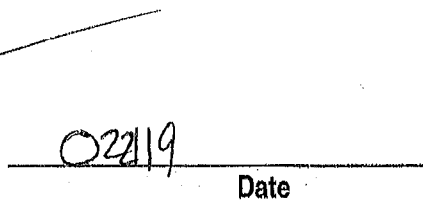
Thank you for your cooperation.

OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.

DO NOT EXTEND the eligible list six months.


Signature


Date

Memorandum

City of Las Vegas
Human Resources

To: Jerry Walker, Director
Operations & Maintenance Department

From: Megan Kirch, Administrative Secretary

CC: Janet DiAmbrosio-Smith

Date: February 4, 2019

RE: Extension of Open Eligible List: Concrete Mason

The eligible list will expire on: March 12, 2019
Candidates remaining on list: 5
Date list was certified: September 12, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

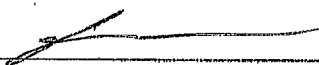
Signed Memo Due: February 21, 2019

Thank you for your cooperation.

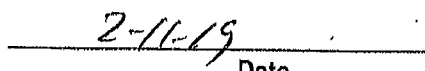
OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.

DO NOT EXTEND the eligible list six months.



Signature



Date

Memorandum

City of Las Vegas
Human Resources

To: Jerry Walker, Director
Operations & Maintenance Department

From: Megan Kirch, Administrative Secretary

CC: Janet DIAmbrosio-Smith

Date: February 4, 2019

RE: Extension of Open Eligible List: Construction Project Representative

The eligible list will expire on: March 12, 2019
Candidates remaining on list: 10
Date list was certified: September 12, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

Signed Memo Due: February 21, 2019

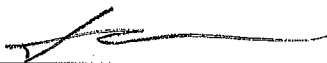
Thank you for your cooperation.

OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.

DO NOT EXTEND the eligible list six months.

NO PREFERENCE



Signature

2-11-19

Date

Memorandum

City of Las Vegas
Human Resources

To: Mike Janssen, Director
Public Works Department

From: Megan Kirch, Administrative Secretary

CC: Ebony Folk
Kristina Hayes

Date: February 4, 2019

RE: Extension of Open Eligible List: Construction Project Representative

The eligible list will expire on: March 12, 2019
Candidates remaining on list: 10
Date list was certified: September 12, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

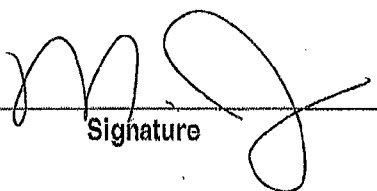
Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

Signed Memo Due: February 21, 2019

Thank you for your cooperation.

OPEN ELIGIBLE LIST:

- EXTEND the eligible list six months. DO NOT EXTEND the eligible list six months.
- NO PREFERENCE



Signature



Date

Memorandum

City of Las Vegas
Human Resources

To: Jerry Walker, Director
Operations & Maintenance Department

From: Megan Kirch, Administrative Secretary

CC: Janet DiAmbrosio-Smith

Date: February 4, 2019

RE: Extension of Open Eligible List: Irrigation Systems Repairer

The eligible list will expire on: March 14, 2019

Candidates remaining on list: 10

Date list was certified: March 14, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

Signed Memo Due: February 21, 2019

Thank you for your cooperation.

OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.
jds

DO NOT EXTEND the eligible list six months.



Signature

2-14-19

Date

Memorandum

City of Las Vegas
Human Resources

To: Jerry Walker, Director
—Operations & Maintenance Department

From: Megan Kirch, Administrative Secretary

CC: Janet DIAmbrosio-Smith

Date: February 4, 2019

RE: Extension of Promotional Eligible List: Park Maintenance Field Supervisor

The eligible list will expire on: March 28, 2019

Candidates remaining on list: 7

Date list was certified: March 28, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

Signed Memo Due: February 21, 2019

Thank you for your cooperation.

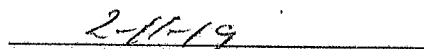
PROMOTIONAL ELIGIBLE LIST:

EXTEND the eligible list six months.

DO NOT EXTEND the eligible list six months.



Signature



Date

Memorandum

City of Las Vegas
Human Resources

To: Bill Arent, Director
Economic & Urban Development Department

From: Megan Kirch, Administrative Secretary

CC: Margaret Lynn Smith

Date: February 4, 2019

RE: Extension of Open Eligible List: Senior Parking Enforcement Officer

The eligible list will expire on: March 12, 2019
Candidates remaining on list: 5
Date list was certified: September 12, 2018

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Megan Kirch (x6344) no later than the date listed below in order that we may meet the Civil Service Board Agenda posting deadline.

Signed Memo Due: February 21, 2019

Thank you for your cooperation.

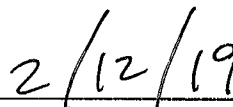
OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.

DO NOT EXTEND the eligible list six months.



Signature



Date

Bill Arent, EUD Director