

**COMMISSIONERS**

Jeff Craig-Chair  
Vice Chair-Brittney Hamilton  
Robert Agfalvi  
Shawna Punzalan, Secretary



**CITY OF ORTING  
CIVIL SERVICE COMMISSION  
April 25, 2022, 7:00 pm  
Virtual Meeting  
Meeting Minutes**

**1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order at 7:01 pm. The Pledge of Allegiance was omitted due to no available flag.

**2. ROLL CALL**

Present: Chair Craig, Vice Chair Hamilton, Commissioner Agfalvi, Secretary Shawna Punzalan, City Clerk Kim Agfalvi.  
Absent: Secretary Schwab (resigned).

**3. APPROVAL OF FEBRUARY 28, 2022 MINUTES**

Chair Craig asked to have corrections made to meeting minutes dated February 28<sup>th</sup>, 2022. Secretary Punzalan stated she would make the corrections to the minutes and will present them at the next meeting for approval.

**4. RESSIGNATION OF COMMISSIONER DAVE YOCOM AND SECRETARY ERICA SCHWAB**

Chair Craig accepted resignation of Commissioner Yocum and Secretary Schwab.

**5. NEW CIVIL SERVICE SECRETARY – SHAWNA PUNZALAN**

Chair Craig welcomed Secretary Punzalan to the Civil Service Commission as the new Civil Service Secretary.

**6. NEW BUSINESS – CULTURAL COMPETENCY ENTRY LEVEL**

Vice Chair Hamilton reviewed previously presented questions for lateral oral boards from the January 24<sup>th</sup>, 2022 meeting and stated two of the unused questions were more adequate for Entry Level candidates and suggested using one of the two questions as an added cultural competency question for the entry level oral boards. Chair Craig suggested that the commission remove a question on the current entry level list and replace it with the suggested cultural competency question. Commission discussion followed regarding removal of question #5 or #8 and possibly reviewing all questions at a later meeting.

**Motion:**

***Commissioner Agfalvi made motion to remove entry level oral board question #8 and replace with presented option #5 for the entry level oral boards. Seconded by Vice Chair Hamilton.***

***Motion passed (3-0)***

**7. Adjourn:**

Chair Craig adjourned the meeting at 7:30 pm.

**Next meeting: MAY 23, 2022 at 7:00 pm**

X

Chair Jeff Craig

X

Secretary Shawna Punzalan