

DATE: Wednesday, July 26, 2023

TIME: 4:00 P.M.

PLACE: Urbana City Council Chambers, 400 S. Vine St., Urbana, IL 61801

The Urbana Civil Service Commission met in regular session on July 26, 2023.

Commissioners present: Thomas Betz, William Gray, Traci Nally

Staff present: Femi Fletcher, Human Resources Manager; Celeste Choate, Library Director

Proceedings

Commissioner Nally called the meeting to order at 4:03 p.m., and Femi Fletcher recorded the minutes. A quorum of commissioners was present, and the meeting, having been duly convened, was ready to proceed with business.

Approval of Minutes

Staff presented to the Commission the minutes of the June 28, 2023 meeting of the Commission for approval. Commissioner Gray moved to approve the minutes; Commissioner Betz seconded, and the minutes were approved as written.

Public Participation

None.

Closed Session - Discussion of performance of specific employees, Pursuant to 5 ILCS 120/2(c)(1)

Commissioner Betz moved to go into closed session for the purpose of discussing the performance of specific employees; Commissioner Gray seconded. Commissioner Betz amended the motion to denote that all staff and members present would remain present for the closed session. Commissioner Gray seconded. With no discussion, the motion passed by roll call vote (3-0): Betz – Aye; Gray – Aye; Nally – Aye.

Commission members and staff moved to the second-floor Executive Conference Room at 4:06 p.m. Commission members and staff returned to the Council Chambers at 4:14 p.m. Commissioner Betz moved to return to open session, denoting the members and staff present in the room. Commissioner Gray seconded, and the motion passed by unanimous voice vote.

Action Items

A. Request to extend probation as outlined in Rule 14.1 (UFL)

Commissioner Betz moved to extend probation for a UFL probationer for six months; Commissioner Gray seconded. Motion approved.

B. Request to extend probation as outlined in Rule 14.1 (City)

Commissioner Betz moved to extend probation for a City probationer for two months. Commissioner Gray seconded. Motion approved.

C. Request to extend probation as outlined in Rule 14.1 (City)

No action was taken on this item.

Informational Items

City of Urbana staff provided the following updates in Civil Service positions:

- New Hires: Landscape Maintenance Worker; Management Analyst
- Separations: Executive Assistant

Adjournment

There being no further business to come before the meeting, the meeting adjourned at 4:17 p.m.

Respectfully submitted,
Femi Fletcher