

**LA VISTA CIVIL SERVICE COMMISSION
MEETING MINUTES**
April 23, 2025
4:00 p.m.

A meeting of the Civil Service Commission of the City of La Vista, Nebraska was convened at 4:00 p.m. on April 23, 2025. Present were Chairperson Hewitt, Vice-Chairperson Roarty, Commissioners Sewell, Bohn and Frey. Also, in attendance were Civil Service Secretary Carl, Director of Administrative Services Pokorny, Deputy City Clerk Anderson, Chief of Police Schofield, and Captain Armbrust.

Notice of the meeting was given in advance by advertising in the Times Newspaper on April 16, 2025. Notice was simultaneously given to the Chairperson and all members of the Civil Service Commission and a copy of the acknowledgement of the receipt of notice was attached to the minutes. Availability of the agenda was communicated to the Civil Service Commission members in advance notice of the meeting. All proceedings shown were taken while the convened meeting was open to the attendance of the public. Further, all subjects included in said proceedings were contained in the agenda for said meeting which is kept continuously current and available for public inspection within 10 days after said meeting and prior to the next convened meeting of said body.

I. CALL TO ORDER

Chairperson Hewitt called the meeting to order at 4:06 p.m.

II. APPROVAL OF MINUTES OF JANUARY 16, 2025 MEETING

Commissioner Bohn made a motion to approve the minutes of the January 16, 2025 Civil Service Commission meeting. Seconded by Commissioner Frey. Voting Aye: Bohn, Frey, Hewitt, Roarty, and Sewell. Nays: None. Absent: None. Motion carried.

III. COMMENTS FROM THE CHIEF OF POLICE

Chief Schofield reported on department staffing following two recent retirements.

IV. DISCUSSION – PROPOSED UPDATES TO THE CIVIL SERVICE COMMISSION RULES AND REGULATIONS

Chief Schofield presented the proposed changes to the Civil Service Commission Rules and Regulations. Following discussion, there was Commission consensus to send their questions to the Civil Service Secretary, who will forward the compiled list of questions to City Attorney McKeon for responses.

V. INTERVIEW CANDIDATES FOR ENTRY LEVEL LAW ENFORCEMENT OFFICER

The interviews were conducted for the position of Entry Level Law Enforcement Officer.

VI. CERTIFY ELIGIBILITY LIST FOR ENTRY-LEVEL POLICE OFFICER

The Civil Service Secretary compiled the scores and presented them to the Commission. Commissioner Roarty made a motion to certify Jacob Woodard, Patrick Zeller, and Zach Hodge as per the La Vista Civil Service Rules and Regulations. Seconded by Commissioner Sewell. Voting Aye: Bohn, Frey, Hewitt, Roarty, and Sewell. Nays: None. Absent: None. Motion carried.

VII. DISCUSSION – QUESTIONS FOR FUTURE CIVIL SERVICE COMMISSION PANEL INTERVIEWS

The Commission discussed updating the questions for panel interviews. The Civil Service Secretary will send out the current questions and some sample questions gathered by the Police Department. The Commission will work on the questions and have discussion at their next meeting.

VIII. SET NEXT MEETING DATE

There was Commission consensus to hold the next meeting on Wednesday, May 21 at 4 p.m. There was a request that City Attorney McKeon attend the next meeting in person to answer questions on the proposed rule changes.

IX. COMMENTS FROM THE COMMISSION

There were no comments from the Commission.

X. ADJOURNMENT

At 6:10 p.m. Commissioner Sewell made a motion to adjourn. Seconded by Commissioner Roarty. Voting Aye: Bohn, Frey, Hewitt, Roarty, and Sewell. Nays: None. Absent: None. Motion carried.

Rachel D. Carl, CMC
Civil Service Secretary/Chief Examiner