

**POLICE CIVIL SERVICE COMMISSION**  
**City of Morgantown**

September 10, 2020  
4:00 a.m.  
Public Safety Building  
Police Chief Conference Room  
300 Spruce Street, Morgantown, WV 26505

**PRESENT:** President Jerry Summers, Commissioner Kevin Clark, Commissioner Charlie Chico, Interim Chief Eric Powell, City Clerk Christine Wade, Administrative Secretary Jenn Harker, Sgt. Kenneth Murphy. Deputy Clerk Heather Carl was absent. Start Time: 4:02 p.m.

**MINUTES:** Motion by Commissioner Charlie Chico, second by Commissioner Kevin Clark, to approve the June 10, 2020, meeting minutes as printed.

**NEW BUSINESS:**

**A. Change of Entry Level testing location and notification to candidates**

After discussion, decision by consensus, to use the Training Room and space out six feet apart. Once the written test is complete, they will be escorted upstairs to start the agility test being held in the Public Safety Building, third floor of the Morgantown Police Department workout room. Candidates will enter the building through the side door of the PSB, windows will be covered with paper (Jenn Harker is taking care of covering them).

Commissioner Charlie Chico requested that the Promotional Testing Company, CPS, make sure that the score sheets align properly before they are sent out. Sergeant Murphy stated that he will check with City Hall's treadmills to make sure of accuracy with the MPD's treadmills in case there is a need to use them.

**B. Set First Sergeant promotional exam date and time**

After discussion, motion by Commissioner Jerry Summers, second by Charlie Chico, to test October 1, 2020, at 4:00 p.m. in the Public Safety Building Chief's Conference Room. After further discussion, motion by Commissioner Jerry Summers, second by Commissioner Charlie Chico, to schedule test for October 8, 2020, only if the testing company is unable to have the tests ready for the October 1, 2020, date.

**C. Discussion of process for certified candidates**

After discussion, once the candidate names are certified by the commissioners, a MEMO is sent to the City Manager. After discussion, by consensus, the commissioners agreed to sign off on the certified list of candidates before list is posted and sent to administration.

**ADJOURNMENT:**

There being no further business, motion by Commissioner Jerry Summers, second by Commissioner Kevin Clark, to adjourn the meeting at 4:33 p.m.

Date of Approval: *October 8, 2020*

  
City Clerk

  
Jerry Summers, President