

**Battle Creek Civil Service Commission
City Hall, Commission Chambers
10 N. Division Street
Battle Creek, Michigan
February 24, 2025
9:00 A.M.**

MEMBERS PRESENT: Commissioners Calvin Hardin, Chris McCoy and Kate Flores

MEMBERS ABSENT:

STAFF PRESENT: Victoria Houser, City Clerk: Marcel Stoetzel, City Attorney: Michelle Hull, HR Director: Shannon Bagley, Interim Fire Chief: Chelsea Sears, HR Generalist: Kimberly Holley, DEI Officer: Brandi Campbell, HR Generalist

OTHERS PRESENT: Yoshi Fujita, Fire Fighter

CALL TO ORDER: Comm. Flores called the meeting to order at 9:00 AM.

NOMINATION OF CSC PRESIDENT: Comm. McCoy, supported by Comm. Hardin, nominated Comm. Flores to serve as President. Comm. Flores accepted the nomination as President.

APPROVAL OF MINUTES: Comm. McCoy, supported by President Flores, made a motion to approve the Civil Service Commission meeting minutes of November 25, 2024.

All in favor, none opposed. Motion approved.

PETITIONS AND COMMUNICATIONS: There were none.

REPORTS: There were none.

UNFINISHED BUSINESS: There was none.

NEW BUSINESS:

- 1. Civil Service Rule Changes from Memorandums of Agreement**
 - a. Rule 3(8) Physical/Psychological Exams**
 - b. Rule 5(1) Applications**

Michelle Hull, Human Resource Director, noted the changes were to improve the testing and promotion process, while still following PA 78. Ms. Hull also noted a time limit was put in place to pass the medical exam, as there was not a time line previously.

President Flores, supported by Comm. Hardin, made a motion to adopt the changes to Civil Service Rules 3(8) Physical/Psychological Exams and 5(1) Applications. All in favor, none opposed. Motion approved.

PUBLIC COMMENT: There were no public comments.

COMMISSION COMMENT: There were no commission comments.

NEXT MEETING: March 24, 2025 at 9:00 am

ADJOURNMENT: President Flores adjourned the meeting at 9:05 A.M.