

**MINUTES  
OF A REGULAR MEETING OF  
LAKEWOOD CIVIL SERVICE COMMISSION  
MAIN AUDITORIUM  
TUESDAY, DECEMBER 19, 2023  
5:00 P.M.**

Meeting called to order at 5:06 p.m.

- I. Present: Commissioners John Mills, Nathaniel Szep, and Terry Vincent

Also present: Fire Chief Timothy Dunphy, and James Motylewski, Secretary.

- II. Reading and disposal of the minutes from the regular meeting held on November 21, 2023.

Motion by John Mills, second by Terry Vincent, to approve the minutes from the regular meeting held on November 21, 2023.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

- III. **Old Business:** None

- IV. **New Business:**

1. Review of scores and Certification of the Fire Chief Promotional Eligible List.

The PRADCO Fire Chief Assessment Scores were reviewed with the commission and Fire Chief Dunphy. There were two applicants who submitted applications for the Fire Chief promotional examination, **Ryan Fairbanks** and **James Chaky**. Both applicants passed the assessment and each applicant received ten additional points for seniority, which were added to the PRADCO Assessment Score. The Fire Chief Eligible list is scheduled to expire on December 19, 2025.

Motion by John Mills, second by Nathaniel Szep, to approve the certification of the Fire Chief Promotional Eligible List. This list is scheduled to expire on December 19, 2025.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

2. Review proposed 2024 Civil Service Commission Regular Meeting Schedule.

The Commission has agreed to keep the current schedule of the third Tuesday of each month, beginning at 5:00pm in the City Auditorium. Additionally, a Special Meeting may be scheduled based on the commission's availability and agreement.

Motion by Terry Vincent, second by John Mills, to approve the proposed 2024 Civil Service Commission Regular Meeting Schedule.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

V. Adjournment:

Motion by Terry Vincent, second by John Mills, to adjourn the meeting.


Ayes: 3

Nays: 0

Motion: Passed unanimously.

Meeting adjourned at 5:17 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
John Mills, President

1/16/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
James Motylewski, Secretary