

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled meeting of the Buckhannon Fire Civil Service Commission was held at City Hall on May 2, 2017 at 11:00 am with the following in attendance:

Harold Cunningham	Commissioner	Present
Robert Parker	Commissioner	Present
Alec Ross	Commissioner	Present
James Townsend	Fire Chief	Present
Amberle Jenkins	Clerk	Present

Meeting Notice Posted 04-07-17

Fire Civil Service Commission Meeting Notice for Tuesday, May 2, 2017 at 11:00am in Council Chambers

The purpose of the meeting is to begin the process for advertising fire fighter candidates to replenish the eligibility list.

Posted 04-07-17

The purpose of the meeting is to begin the process to establish an eligibility list.

The meeting was called to order.

The Commission Members discussed the process in detail and by consensus set the following schedule:

- Notice will be published in the local newspaper as well as online.
- Last day to accept applications - May 22nd
- FCS will review applications - May 24 6pm - City Hall
- FCS have set two dates for agility tests June 5th 6pm & June 10th 1pm. Candidates will have the choice to take the agility tests either or both days and will be accepted if they pass either day.
- FCS will perform written test on June 17th 1pm (a Saturday) and conduct their interview after the written test.

Motion Cunningham/ Ross to accept the schedule as set and to allow candidates to take the agility test either of the scheduled days. Motion carried.

Meeting adjourned at 11:30 am.

Harold Cunningham	Commissioner
Robert Parker	Commissioner
Alec Ross	Commissioner
Amberle Jenkins	Clerk