

CITY COUNCIL

Nominations and Appointments

Committee

Monday, May 6, 2024
4:00 pm
Penn Room / Hybrid Meeting

The Nominations and Appointments Committee meets to address nominations and appointments to the City's boards, authorities, and commissions.

Public comment is not permitted during Committee meetings.

Join Zoom Meeting

<https://readingpa.zoom.us/j/4192926522?pwd=M0dBTXh6SnNvOHppU1paMm9zUW0xZz09&omn=85469314045>

Meeting ID: 419 292 6522

Passcode: 972205

Dial by your location

- 877 853 5257 US Toll-free
- 888 475 4499 US Toll-free

I. Interview

4:00 - Janice Grant - appointment - Fire OR Police Civil Service Board

II. Appointment Recommendation

III. Exit Survey

IV. Review Pending Applications Memo (see page 5), BAC Openings (see page 7) & Board, Authority, Commission Membership

V. Adjourn

Fire Civil Service Board Facts

The Fire Civil Service Board is required by the 3rd Class City Code (53 PACS, 39861 to 39877) to test for and compile initial hiring and promotion lists for the Fire Department. Firefighters and EMS personnel are hired through a competitive Civil Service selection process overseen by the Fire Civil Service Board, independent of the Fire Department. Applicants for Paramedic must be Eastern PA Emergency Medical Services Council Medical Command or National Registry or PHRN (Pre-Hospital Registered Nurse). It is the Board's responsibility to make sure that the testing process is fair and impartial. The top 75 Civil Service test scores and those with Veteran's Preference will move forward with the physical agility testing. Applicants who successfully complete the entire testing process are placed on the eligibility list that is valid for two years. When the Fire Department moves to hire, eligible candidates will be given conditional or probationary offers of employment based on the civil service list and their successful completion of the training course offered at the Reading Fire Training Center.

Fire Civil Service Board Questions for New Applicants

1. What is the purpose of the Fire Civil Service Board?
2. Why are you interested in serving on the Fire Civil Service Board?
3. Are you aware that the Board currently meets on the 3rd Tuesday of each month at 3 pm in the Penn Room? Will you be able to regularly attend those meetings?
4. What benefit does the Fire Civil Service Board provide to the Fire Department and to the City?
5. Have you or someone you know gone through the Civil Service Testing process? If so, please provide your input on the process and how it could be improved.

Fire Civil Service Board Questions for Reappointments

1. The Fire Civil Service Board currently meets on the 3rd Thursday of each month at 3 pm in the Penn Room? Are you able to regularly attend those meetings?
2. What has the Fire Civil Service Board done well and what could be improved?
3. Describe the process used for the written and oral test and provide input on how the process could be improved.
4. Are there any issues that the City could assist with?

Police Civil Service Board Facts

The Police Civil Service Board is required by the 3rd Class City Code (53 Pa C.S., 39401 to 39410) to test for and compile initial hiring and promotion lists for the Police Department. Police Officers are hired through a competitive Civil Service selection process overseen by the Police Civil Service Board, independent of the Police Department. It is the Board's responsibility to make sure that the testing process is fair and impartial. Applicants who successfully complete the testing process are placed on the eligibility list that is valid for one year. When the Police Department moves to hire, eligible candidates will be given conditional offers of employment based on the civil service list and their successful completion of the Act 120 training course offered by the Reading Police Academy.

Police Civil Service Board Questions for New Applicants

1. What is the purpose of the Police Civil Service Board?
2. Why are you interested in serving on the Police Civil Service Board?
3. Are you aware that the Board currently meets on the 1st Thursday of each month at 10 am in the Penn Room? Will you be able to regularly attend those meetings?
4. What benefit does the Police Civil Service Board provide to the Police Department and to the City?
5. Have you or someone you know gone through the Civil Service Testing process? If so, please provide your input on the process and how it could be improved.

Police Civil Service Board Questions for Reappointments

1. Are you able to regularly attend meetings?
2. What has the Police Civil Service Board done well and what could be improved?
3. Describe the process used for the written and oral test and provide input on how the process could be improved.
4. Are there any issues that the City could assist with?

Exit Interview Questions

What made you decide to stop your involvement? Was there anything that could have been done to prevent it?

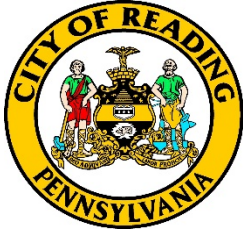
What did you enjoy about your service? Was it rewarding?

Were your responsibilities clear? Did you understand what was expected of you?

What advice would you give to a new Board member?

Would you recommend others to serve on this Board?

M E M O R A N D U M



TO: Nominations and Appointments Committee
FROM: Shelly Smith, Deputy City Clerk
DATE: May 6, 2024
SUBJECT: Pending Applications

The following persons have applications for Boards, Authorities, and Commissions pending:

Citizens Initiative Commission – 11 open seats (1 per Council District; 3 per Mayor) – 4 year term

- **Tonya Butler** – appointment – District 4 - has Mayoral recommendation

Youth Commission – 9 open seats (2 District 1, 1 District 2, 1 District 3, 1 District 4, 1 District 5, 2 District 6, 1 Mayor) (15 members) - 3 year term

- **Christopher Vazquez** – District 3 – has Mayoral recommendation - needs background clearances

Animal Control Board – 2 open seats 2 term expirations (7 members) – 3 year term

- **Jonathan Auchter** - appointment -has Mayoral recommendation
- **Dennis Straub** – reappointment – has Mayoral recommendation

Planning Commission – 2 open seats 1 term expiration (7 members) – 4 year term

- **William Cinfici** – reappointment – has Mayoral recommendation
- **Christopher Trachte** – appointment – has Mayoral recommendation

Redevelopment Authority – 1 open seat (5 members) - 5 year term

- **Kelley Coates** – appointment – interviewed by full body of Council
- **Wanda Negron** - appointment - interviewed by full body of Council

Police OR Fire Civil Service Board – 1 open seat on each Board (3 members)
- 4 year term

- **Janice Grant** – appointment

RAWA – 1 term expiration (7 members) – 5 year term

- **Jamal Abodalo** – reappointment – interviewed by full body of Council

BOARDS, AUTHORITIES & COMMISSIONS
OPEN SEATS

MAY 6, 2024

Board, Authority & Commission	Mayor appointment w/ Council approval	Mayor appointment	Council appointment
BOARDS			
Electrician's Examining Board Must be master Electrician	7 members		
	Board full		
Plumbing Board of Examiners Must be master Plumber	7 members		
	Board full		
Reading HVAC Board Must have master license	9 members		
	Board full		
Zoning Hearing Board			5 members + 2 alts
			1 alternate opening
Police Civil Service Board			3 members
			1 opening
			1 application pending
Fire Civil Service Board			3 members
			1 opening
			1 application pending
Board of Historical Architectural Review			9 members
			3 openings
			Historic District Openings – Prince, Penn's Commons, Callowhill
Board of Trustees of the Reading Public Library			15 members
			5 City seats
			City positions filled

Board of Health	5 members + 2 alts		
	Board full		
Board of Ethics	5 members		
	3 openings		
Building/Fire Code Board of Appeals	5 members + 2 alts		
	1 alternate opening		
Animal Control Board	7 members		
	4 openings		
	2 applications pending		
Charter Board	5 members		
	2 openings		
Code & License Appeals Board		3 members + 3 alts	
		1 opening	
		1 alternate opening	2 alternate openings
Equal Business Opportunity Advisory Board	5 members		
	2 openings – minority bus – owner; procurement professional		
Diversity Board			9 members
			3 openings
Pagoda Foundation		2 appointment	2 appointments
		Mayoral Appointments filled	2 openings
Conversion Therapy Mental Health Services Appeals Board	5 members		
	3 openings		

AUTHORITIES			
Reading Area Water Authority			7 members
			1 opening
			1 application pending
Reading Redevelopment Authority			5 members
			1 opening
			2 application pending
Reading Housing Authority	5 members		
	1 opening		
Reading Parking Authority		5 members	
		Board full	
Convention Center Authority			7 members
			3 City seats + 1 alt
			City positions filled
COMMISSIONS			
Planning Commission	7 members		
	3 openings		
	2 applications pending		
Shade Tree Commission	5 members		
	2 openings		
Stadium Commission	5 members		
	Board full		
Human Relations Commission		7 members	
		3 openings	
Blighted Property Review Committee	5 members + 2 alt		
	Board full		
Environmental Advisory Council			7 members
			1 opening

Recreation Commission	11 members		
	2 City + 1 alternating		
	City positions filled		
Audit Committee			5 members
			Board full
Citizens Initiative Commission			11 members
		3 openings	6 openings – 1 per City Council District
			1 application pending
Youth Commission			15 members
		2 openings	2 openings Dist 1 1 opening Dist 2 1 opening Dist 3 1 opening Dist 4 1 opening Dist 5 2 openings Dist 6
			1 application pending
Downtown Revitalization P3		9 members	
		2 openings	2 openings