



City of Margate

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Meeting Minutes Civil Service Board Regular Meeting

Tuesday, April 30, 2024

4:30 PM

COMMISSION CHAMBERS

Present:

Kelly Kandibovich, Secretary
Jasmin Ubillus
Kris Miller

Also Present:

Laurie Meyer, Human Resources Director
June Reid, Assistant Human Resources Director
Isamar Viveros, Clerk Coordinator

The regular meeting of the Civil Service Board was called to order at 4:35 p.m. by Secretary Kelly Kandibovich in the Commission Chambers, Margate City Hall. The Pledge of Allegiance was recited, and attendance was noted by the roll call.

1) APPROVAL OF MINUTES

MOTION - APPROVAL OF CIVIL SERVICE BOARD MINUTES: APRIL 11, 2023, REGULAR CIVIL SERVICE MEETING.

The following motion was made by Ms. Miller, seconded by Ms. Kandibovich:

MOTION: TO APPROVE THE PREVIOUS MINUTES AS STATED IN THE AGENDA

ROLL CALL: Ms. Miller, Yes; Ms. Ubillus, Yes; Ms. Kandibovich, Yes. The motion passed 3-0.

2) PUBLIC DISCUSSION

There was no public discussion.

3) OLD BUSINESS

There was no old business to discuss.

4) NEW BUSINESS

- A) MOTION - APPOINTMENT OF THE CIVIL SERVICE BOARD'S FIFTH MEMBER TO FILL THE VACANCY FOR A TERM EFFECTIVE APRIL 16, 2024, TO APRIL 14, 2025**

The following motion was made by Ms. Miller, seconded by Ms. Kandibovich:

MOTION: TO APPOINT GRANT O'DONNELL

ROLL CALL: Ms. Miller, Yes; Ms. Ubillus, Yes; Ms. Kandibovich, Yes. The motion passed 3-0

B) ELECTION OF OFFICER - PER SECTION 30-25: CHAIRPERSON

The following motion was made by Ms. Kandibovich, seconded by Ms. Ubillus:

MOTION: TO APPOINT KRIS MILLER AS CHAIRPERSON

ROLL CALL: Ms. Miller, Yes; Ms. Ubillus, Yes; Ms. Kandibovich, Yes. The motion passed 3-0

C) ELECTION OF OFFICER - PER SECTION 30-25: VICE CHAIR

The following motion was made by Ms. Miller, seconded by Ms. Kandibovich:

MOTION: TO APPOINT JASMIN UBILLUS AS VICE CHAIR

ROLL CALL: Ms. Miller, Yes; Ms. Ubillus, Yes; Ms. Kandibovich, Yes. The motion passed 3-0

D) ELECTION OF OFFICER - PER SECTION 30-25: SECRETARY

The following motion was made by Ms. Miller, seconded by Ms. Ubillus:

MOTION: TO APPOINT KELLY KANDIBOVICH AS SECRETARY

ROLL CALL: Ms. Miller, Yes; Ms. Ubillus, Yes; Ms. Kandibovich, Yes. The motion passed 3-0

5) GENERAL DISCUSSION

The board members raised questions regarding the roles of Chair, Vice Chair, and Secretary. Ms. Isamar Viveros explained the roles.

There being no further business, the meeting adjourned at 4:44 p.m.

Respectfully submitted,

Prepared by: Isamar Viveros

Kelly Kandibovich, Secretary /Chief Examiner