

**LA VISTA CIVIL SERVICE COMMISSION
MEETING MINUTES
August 12, 2025
4:00 p.m.**

A meeting of the Civil Service Commission of the City of La Vista, Nebraska was convened at 4:00 p.m. on June 12, 2025. Present were Chairperson Hewitt, Vice-Chairperson Roarty, and Commissioner Bohn. Also, in attendance were Civil Service Secretary Carl, Interim City Administrator Ramirez, Deputy City Clerk Anderson, Director of Administrative Services Pokorny, Human Resources Director Lowery, Chief of Police Schofield, and Captain Armbrust.

Notice of the meeting was given in advance by advertising in the Omaha World Herald Newspaper on August 7, 2025. Notice was simultaneously given to the Chairperson and all members of the Civil Service Commission and a copy of the acknowledgement of the receipt of notice was attached to the minutes. Availability of the agenda was communicated to the Civil Service Commission members in advance notice of the meeting. All proceedings shown were taken while the convened meeting was open to the attendance of the public. Further, all subjects included in said proceedings were contained in the agenda for said meeting which is kept continuously current and available for public inspection within 10 days after said meeting and prior to the next convened meeting of said body.

I. CALL TO ORDER

Chairperson Hewitt called the meeting to order at 4:03 p.m.

II. APPROVAL OF MINUTES OF JUNE 12, 2025 MEETING

Commissioner Bohn made a motion to approve the minutes of the June 12, 2025 Civil Service Commission meeting. Seconded by Commissioner Roarty. Voting Aye: Bohn, Hewitt, and Roarty. Nays: None. Absent: Frey and Sewell. Motion carried.

III. REPORT FROM THE CHIEF OF POLICE

Chief Schofield reported on department staffing: the department is down two captains and one officer. The department is anticipating a fourth vacancy soon.

IV. REQUEST ELIGIBILITY LIST FOR LATERAL POLICE OFFICER

Chief Schofield commented on the advantages to the department when hiring lateral officers.

Commissioner Roarty made a motion to conduct a lateral police officer testing process for the creation of a lateral eligibility list. Seconded by Commissioner Bohn. Voting Aye: Bohn, Hewitt, and Roarty. Nays: None. Absent: Frey and Sewell. Motion carried.

V. CIVIL SERVICE INTERVIEW QUESTIONS

Chief Schofield discussed his work on the Civil Service questions; he is working with Commissioner Sewell, who is incorporating the creation of questions and scoring rubric into the curriculum as a project for her pre-law students at UNO this upcoming semester.

There was Commission consensus to have Chief Schofield and Commissioner Sewell continue working on this process. There was a Commission request for a mid-semester update on the project progress and to ensure that there would be a confidentiality clause to maintain the proprietary nature of the questions.

VI. FUTURE MEETING DATES

Commission Secretary Carl reminded the Commission that their next regular meeting will be held on October 14, 2025 at 4 p.m.

Chief Schofield announced that the promotional testing components with the Civil Service interview panel would take place on October 9 and 10, 2025. The Commissioners present confirmed that they would each be able to attend both days.

VII. COMMENTS FROM THE COMMISSION

There was a Commission question regarding the City Administrator search.

VIII. ADJOURNMENT

At 4:29 p.m. Commissioner Bohn made a motion to adjourn. Seconded by Commissioner Roarty. Voting Aye: Bohn, Hewitt, and Roarty. Nays: None. Absent: Frey and Sewell. Motion carried. Meeting adjourned.

Rachel D. Carl, CMC
Civil Service Secretary/Chief Examiner
Approved by the Commission on 08.12.2025