

**CITY OF CHEYENNE**  
**POLICE DEPARTMENT CIVIL SERVICE COMMISSION**

Clerk of the Commission, Cheyenne, Wyoming

February 10, 2023

Police Civil Service Commission members met at 1:10 p.m. in Room 104, Municipal Building, with the following members present: Don Pierson, and Carla Winkler. Absent: Roberta Coates.

Also present were: Kylie Soden, Deputy City Clerk/Deputy Clerk of the Commission; Stefanie Boster, City Attorney; Julia Lebeck, Human Resources and Sergeant James Peterson and Captain David Janes, Cheyenne Police Department.

Deputy City Clerk Kylie Soden administered the Oath of Office to Carla Winkler due to her recent reappointment to the Commission.

Chairman Don Pierson called the meeting to order. Mr. Pierson advised the next item of business was the election of Commission Chair and Vice-Chair for 2023. Ms. Winkler moved to nominate and elect Don Pierson as Chair, seconded by Mr. Pierson. There being no further nominations, motion to nominate and elect Mr. Pierson as Chair carried with all members present voting "yes". Ms. Winkler moved to nominate and elect Roberta Coates as Vice-Chair, seconded by Mr. Pierson. There being no further nominations, motion to nominate and elect Ms. Coates as Vice-Chair carried with all members present voting "yes".

The next item of business was approval of minutes from the April 28, 2022 meeting. Ms. Winkler, seconded by Mr. Pierson moved to approve the minutes as written. Mr. Pierson referenced discussion that occurred at the April 28, 2022 meeting relating to a suggestion of utilizing action based minutes, noting he is not in favor of the format, but that the topic can be discussed at a future meeting when all members are present. Motion carried with all members present voting "yes".

Under other business:

Mr. Pierson commented on a recent Police Officer eligibility register that contained errors and was in the process of being corrected.

There being no further business to come before the Commission, the meeting was adjourned at 1:16 p.m.

Submitted by,



Kylie Soden  
Deputy City Clerk/Deputy Clerk of the  
Commission

pc: Commission Members  
File