



CITY OF FORT LAUDERDALE

DRAFT
MEETING MINUTES
CITY OF FORT LAUDERDALE
CIVIL SERVICE BOARD
Monday, January 16, 2026 – 10:03 A.M.

Cumulative Attendance
January 2026

Duane Sinclair	P	1	0
Kevin Keimel	P	1	0
Felicia Armstrong	P	1	0

Staff

Brooke Erlich, Board Counsel
Jerome Post, Human Resources Director
Nisa McFarlane, Administrative Supervisor/Board Liaison

I. Call to Order.

The meeting was called to order at 10:03 by Mr. Post.
Mr. Post announced to the board the first item on the agenda was to elect a board.
Ms. McFarlane was introduced as the Administrative Supervisor for Human Resources,
and the board liaison who would be sending out communications.

II. Introduction and Welcome of New Board Members

The members of the Board introduced themselves to the group.

III. Elect Board Chair

Mr. Sinclair was nominated by Mr. Keimel without opposition and appointed Chair.

IV. Agenda Before the Board

Mr. Post stated the first thing on the agenda was to discuss Juneteenth as a recognized holiday. Mr. Post stated that the Board governed the employment and personnel rules for the classified City employees who were non-union members and not in a management level job.

Mr. Post further informed the board the list of recognized holidays was imbedded in the personnel rules, and that each of them had been given a copy of the section detailing City-recognized holidays. Currently, Juneteenth is not a recognized City holiday.

Mr. Post indicated that the Teamsters Union and the Federation of Public Employees had recently negotiated the collective bargaining agreement to include Juneteenth as a recognized holiday for those two units, and only members of those units would get Juneteenth as a recognized holiday in the coming fiscal year. It was the City Manager's intent to eventually recognize the holiday for all City employees.

Mr. Post continued that the City had entered into a bargaining agreement with the Fraternal Order of Police who had requested the Juneteenth holiday, and that the City would eventually include that as a City holiday with them. In the next week the City would be bargaining with the members of the International Association of Fire Fighters who it was assumed would make the same request.

Mr. Post stated that a change to the personnel rules would have to come from the Civil Service Board to make all City employees eligible for the Juneteenth holiday.

Mr. Post said if there was a recommendation from the Board to include Juneteenth as a recognized City holiday, the human resources staff would draft an agenda item for the City Commission to approve and once approved by the City Commission, would be embedded as a change in the personnel rules.

Upon a question from Mr. Sinclair, Mr. Post informed the board City offices would be closed if it became a recognized City holiday, and contracts and collective bargaining agreements for emergency services personnel reflected what would take place if those employees were required to work on the holiday.

Mr. Post further stated that associated costs were built into the fiscal year 2026 budget out of an abundance of caution to anticipate the additional cost in manhours, backfilling, and overtime if emergency services personnel would have to work on the holiday.

Motion made by Ms. Armstrong, seconded by Mr. Keimel, that the City of Fort Lauderdale recognize Juneteenth as an official federal holiday. In a voice vote, the motion passed unanimously.

Mr. Post advised the board their vote was a recommendation to be sent to the City Commission.

V. Regular Meeting Dates

Mr. Post stated that in the past when there were no specific meeting dates identified it became difficult for the board members to manage their schedules and be able to identify dates they would be free. Mr. Post went on to say other boards identified a specific day and time of each month the board would commit to meet, and that the meeting would be cancelled if there was no business to go before the board. Mr. Sinclair questioned if the

board was only allowed to meet during regular business hours and Mr. Post said the board could meet whenever they liked, if the meeting room was free.

Discussion continued regarding convenient meeting days and times. Going forward the meetings would be scheduled once a month, with the Board members notified of any cancelation of the meeting.

Mr. Post informed the members that the Board would discuss personnel matters in cases of classified employees that had been issued suspension, termination, or demotion that would impact their compensation. Currently, there no cases pending and no cases to bring before the board in the foreseeable future.

Motion made by Ms. Armstrong, seconded by Mr. Keimel, that the Civil Service Board meetings be held the second Wednesday of the month at 5:30 p.m. In a voice vote, the motion passed unanimously.

Ms. Erlich made a recommendation to change the language surrounding the meeting day and time to be scheduled to meet the second Wednesday of the month, unless scheduling necessitates a change. Ms. Armstrong moved to amend the language in the change as discussed. The motion was seconded by Mr. Keimel and approved by consensus.

Mr. Post discussed the Sunshine Law, which meant the Board members were not to speak to each other in regards to matters discussed in the meeting, particularly if there was a vote to be taken on the matter, and that they could ask staff questions about a scheduled meeting, but not details about what was to be covered in the meeting.

With regard to establishing a quorum, the Board could meet with just two members.

IV. Roll Call

Mr. Duane Sinclair - Board member

Ms. Felicia Armstrong - Board Member

Mr. Kevin Keimel - Board Member

Ms. Brooke Erlich - Board Counsel

Ms. Nisa McFarlane - Administrative Supervisor/Board Liaison

Mr. Jerome Post - Human Resources Director

There being no further business to come before the Board at this time the meeting adjourned at 10:32 a.m.

[Minutes prepared by S. Barlow, Prototype, Inc.]