

**Civil Service Commission
Meeting Minutes
Thursday January 28th 2016
6:00 PM**

Attendance/Roll Call

The meeting was called to order by Chairperson Paula Price @ 6:16 PM

Present: Georgette Vidmar, Secretary; Walter Bizzell Jr, Member; Fire Chief Vito Kavaliunas, Police Chief John Popielarczyk, Laurie Waller, Director of Human Resources

Old Business:

Staffing Needs:

Chief Popielarczyk: Two new hires, brings current staffing level to 28. Oral assessment for Lieutenant was completed on Wednesday January 27th. Option to eliminate Tri C to administer the Agility test. In looking for ways to increase the hiring pool, we are asking the commission to accept that if an applicant passes the State Standard Agility test contained in the police academy training (given by the State) that the Agility portion of the application process for new hires be waived as long as the hire is within 6 months of the testing.

Working with the union to establish a training grade as opposed to Cadet Patrol Officer grade, and send new hires to the academy with stipulation that they would agree to a 3 year commitment, and if they don't they would have to pay back to the city the fee for the Academy. We would pay the reduced rate while they attend the Academy. Upon successful completion of the Academy, they would progress to the next level, Cadet Patrol Officer. This offer would only be valid providing that the candidate passes everything but just lacks the Academy. If the Union agrees to this then we will have to submit to Council to approve. If this offer fails, we will need to schedule another Police Entry Exam. We dropped passing score to 70%, and dropped Tri C for the Physical Agility, this should increase the numbers of the hiring pool.

Chief Kavaliunas: With the Safer Grant, we are allotted 33 line personal and 2 staff personal. We are currently at 31. We still have 2 positions we need to fill in order to satisfy the Safer Agreement. Currently made offer to a candidate on the list, they are almost complete in the process. In the interim, we picked from the next 5 candidates, and interviewed 2 candidates and are currently scheduled for polygraph and background. Some vacancies are coming up, one in June, one in October and one in the spring of 2017.

January 25th was the one year mark for the Promotion exams that we gave last year. All of the Officers passed their probationary period. We have one officer that was promoted to Lieutenant last year, he is the only officer left on probation. We still need to fill a Captain position that is currently being filled as an acting Captain. We had to rotate Lieutenants as we reached the 6 month mark. Currently have the Captain test scheduled for February 16th, we will have 3 candidates eligible for this. This will be an assessment center only testing, now written exam. The Lieutenant list still has one candidate left on it.

New Business

Motion made by Georgette Vidmar to forgo the reading of the December minutes.

Motion made by Georgette Vidmar to elect Paula Price as Chairperson and Walter Bizzell Jr. as Secretary. Positions accepted.

Chairperson Paula Price certified the Police Lieutenant list.

Discussion Items:

Do the rules need to reflect that an Assessment test and not a Written test will be given for Promotional exams for Captain and Chief, or is this at the discretion of the Commission and not necessarily needed to be reflected in the rules?

Promotional lists are only valid for one year, and can be extended for a year but as soon as a hire is made off of that extended list, it is considered a dead list and can no longer be hired off of. This is per the Ohio Revised Code.

Action Items

Chief Popielarczyk will provide the Code so that the Commission can add to our Rules. This will need to be changed in Rule 8.1.a

Adjournment

Chairperson Paula Price asks if no further discussion, meeting will adjourn at 6:45 PM.

Respectfully Submitted,
Georgette Vidmar
Secretary, Civil Service Commission