

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – TUESDAY, JULY 16, 2019**

CALL TO ORDER:

The meeting was called to order at 6:30 PM.

ROLL CALL:

Present were Secretary James Yost, Co-Chairman Michael Crevda and Chairman Nicholas Ciofani.

Also present was Assistant Law Director Toni Morgan and Recording Secretary Michelle Owens.

MINUTES:

Chairman Ciofani asked for discussion on the minutes of the special meeting of Tuesday, July 2, 2019. No discussion was offered.

It was moved by Yost and seconded by Ciofani to approve the minutes of Tuesday, July 2, 2019 as presented.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

UNFINISHED BUSINESS:

Rule VIII, Section 4, Paragraphs 1 and 2:
(Amendment proposed Tuesday, July 2, 2019)

Rule VIII, Section 4, *Probationary period; probationary removal or reduction*, was read.

Chairman Ciofani stated that the purpose of the amendment is to correct the probationary period for Firefighter from 6 months to 12 months; and to define the start date of the probationary period for newly hired Patrolmen.

Assistant Law Director Morgan stated that this had always been done. She stated that there would be a future amendment to clarify whether probation for Firefighter begins on the oath of office date or the effective date. She discussed the importance of defining this date, as it could affect who qualifies to take an exam.

Chairman Ciofani asked for any discussion. No discussion was offered.

It was moved by Crevda and seconded by Yost to approve the amendment to Rule VIII, Section 4, as proposed by the Law Department.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Rule VIII, Section 7, Paragraph 4:
(Amendment proposed Tuesday, July 2, 2019)

Paragraph 4 of Rule VIII, Section 7, *Promotions*, was read.

Chairman Ciofani asked for any discussion. No discussion was offered.

It was moved by Crevda and seconded by Ciofani to approve the amendment to paragraph 4 of Rule VIII, Section 7, as proposed by the Law Department.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

NEW BUSINESS:

Rule VIII, Section 7, Paragraph 2:

Paragraph 2 of Rule VIII, Section 7, *Promotions*, was read.

Assistant Law Director Morgan indicated that prolonging the promotional eligibility period had been suggested by the Fire Department. She stated that the amendment conforms to ORC, which requires 48 months of service in addition to the 12-month probationary period.

Chairman Ciofani asked if she was aware of the reason for changing the rule to 24 months.

Assistant Law Director Morgan responded that it may have been less then ORC changed. She stated that she was unfamiliar with the reason for the change.

Chairman Ciofani asked about the possibility of resistance from the Fire Department.

Assistant Law Director Morgan responded that individual members will have differing opinions, so she would not be surprise. She indicated that they are typically okay with changes coinciding with ORC.

Chairman Ciofani stated that it may not be the rule they are used to but, if it conforms to ORC, it would be difficult to dispute. He asked for any other discussion. No discussion was offered.

It was moved by Crevda and seconded by Ciofani to accept the recommendation of the Law Department to amend paragraph 2 of Rule VIII, Section 7.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Rule V, Section 4(b):

Rule V, Section 4(b), *Promotional Examination*, was read.

Assistant Law Director Morgan spoke about the current rule, which defines a passing score for the written exam and for the combined total. She indicated that the Rules and Regulations do not explicitly state that 70% is required to pass the assessment. She stated that the change aims to address instances where a written exam score could be high enough to offset a failing assessment score.

There was discussion concerning the proposal, which would require that a candidate pass both the written exam and assessment.

Chairman Ciofani asked if this had happened in the past.

Assistant Law Director Morgan responded that it had. She stated that it had been conveyed to her by Fire Chief Reese and Police Chief Freeman that a candidate must score at least 70% on both components of the exam.

Chairman Ciofani asked for any discussion. No discussion was offered.

It was moved by Ciofani and seconded by Crevda to accept the recommendation of the Law Department to amend Rule V, Section 4(b).

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Rule V, Section 14:

Rule V, Section 14, *Method of grading examination*, was read.

Assistant Law Director Morgan stated that this rule change will coincide with the proposed amendment to Rule V, Section 4(b).

Chairman Ciofani asked for any discussion. No discussion was offered.

It was moved by Yost and seconded by Crevda to accept the recommendation of the Law Department to amend Rule V, Section 14.

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A voice vote was taken and the motion carried.

Yes – 3 No – 0

Assessment Reports of the Fire Lieutenant Promotional Examination:

Chairman Ciofani noted the correspondence from Assistant Law Director regarding the release of assessment reports.

Assistant Law Director Morgan spoke about prior years and the issues experienced following the release of the assessment reports. She indicated this had prompted the September 19, 2017 amendment to Rule VII, Section 4(b), which requires official action by the Commission to release the reports. She stated that several Firefighters had requested their reports at the last meeting. She referred to the sample assessment report provided to members. She noted that their decision to release the assessments would not serve as basis for a protest.

Chairman Ciofani asked for any other discussion. No discussion was offered.

It was moved by Crevda and seconded by Yost to release the assessment reports of the Fire Lieutenant promotional exam.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

ADJOURNMENT:

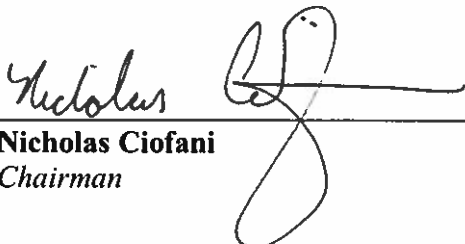
Chairman Ciofani announced the next regular meeting on Tuesday, August 20, 2019.

It was moved by Yost and seconded by Ciofani to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The meeting was adjourned at 6:41 PM.



Nicholas Ciofani
Chairman



Michelle A. Owens
Deputy Clerk of Council, Recording Secretary

Tuesday, August 20, 2019
Date Approved