

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
SPECIAL MEETING – TUESDAY, JULY 2, 2019**

CALL TO ORDER:

The meeting was called to order at 6:32 PM.

ROLL CALL:

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

Also present was Assistant Law Director Toni Morgan, Assistant Fire Chief Jon Graf, Firefighter Alex Shear, Firefighter Colt Eberling, Firefighter Chris Federan, Firefighter Constantine Souris, and Recording Secretary Michelle Owens.

MINUTES:

Chairman Ciofani asked for discussion on the minutes of the special meeting of Tuesday, May 28, 2019. No discussion was offered.

It was moved by Crevda and seconded by Yost to approve the minutes of May 28, 2019 as presented.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

Chairman Ciofani noted the correspondence from Firefighter Pocos regarding the Fire Lieutenant promotional exam. He asked for comment from Assistant Law Director Morgan regarding her response.

Assistant Law Director Morgan stated that the concerns expressed identify the discrepancies between ORC 124.45 and the Civil Service Commission Rules and Regulations. She noted that, after a 12-month probationary period, a firefighter becomes eligible for promotion in 24 months, whereas ORC is 48 months. She commented that Fire Chief Reese had requested for this 24-month period to be made longer.

She then discussed seniority credit, as defined by ORC 124.45. She explained that candidates are credited one point per year for the first four years and 0.6 points per year for the next 10 years – a maximum of 10 points. She stated that a half of credit is given for a half year of service; no additional credits are given after 14 years of service.

Chairman Ciofani asked for questions from the Commission or audience members.

Secretary Yost asked about promotion eligibility and whether ORC had changed at some point after the Rules and Regulations had been amended to 24 months.

Assistant Law Director Morgan responded that it is possible that ORC originally stated 24 months but she had not researched it.

There was discussion regarding other inconsistencies between ORC and the Rules and Regulations. It was noted that ORC is used as a guideline but that deviations are permissible.

Assistant Law Director Morgan suggested a revision to the Rules and Regulations that would mirror ORC.

There was comment from the audience concerning previous promotional examinations for Fire Lieutenant. Candidates had been made to wait five years, which is consistent with ORC; firefighters with 36 months of service had never been considered eligible.

Assistant Law Director Morgan indicated that this matter had brought to light during the current examination process.

It was moved by Ciofani and seconded by Yost to consider a proposal to amend the Civil Service Commission Rules and Regulations Rule VIII, Section 7, paragraph 3, changing “twenty-four (24) months” to “forty-eight (48) months.”

Chairman Ciofani noted receipt of the Oath of Office for Patrolman Vincent M. Macy.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Chairman Ciofani asked for discussion regarding the Fire Lieutenant Promotional examination scores and certification of eligibility and top 10 lists. No discussion was offered.

It was moved by Ciofani and seconded by Yost to approve the Fire Lieutenant Promotional examination eligibility and top 10 lists.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The revisions proposed to paragraphs 1 and 2 of Rule VIII, Section 4, *Probationary period; probationary removal or reduction*, were read.

Assistant Law Director Morgan indicated that the changes to the probationary period for Fire promotional appointments are to correct a typographical error. She stated that the probationary period is not 6 months; it is 12 months, as reflected in the IAFF Contract.

It was moved by Crevda and seconded by Yost to accept the recommendation of the Law Department to correct paragraph 1 of Rule VIII, Section 4.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Ciofani asked for discussion regarding the proposed amendment to paragraph 2.

Assistant Law Director Morgan explained the intent of the proposal is to define the start date of probation for newly hired police officers. She stated that new hires are required to complete the field training program before the probationary period begins.

Chairman Ciofani asked for discussion on the proposal. No discussion was offered.

It was moved by Yost and seconded by Ciofani to accept the recommendation of the Law Department amending paragraph 2 of Rule VIII, Section 4.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The revision proposed to Rule VIII, Section 7, *Promotions*, was read.

Assistant Law Director Morgan stated the added language is to define time served in rank in relation to police and fire promotional examinations. She explained that time in rank would be calculated as of the date of the written promotional test. She stated that the amendment is solely to clarify what had been done in the past.

Chairman Ciofani asked for discussion on the proposal. No discussion was offered.

It was moved by Ciofani and seconded by Yost to accept the recommendation of the Law Department amending Rule VIII, Section 7 to define “time served in rank.”

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Ciofani asked for discussion regarding the recertification of the Patrolman Class C entrance examination top 10 list. No discussion was offered.

It was moved by Ciofani and seconded by Crevda to approve recertification of the Patrolman Class C entrance examination top 10 list.

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A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Ciofani opened the floor for comments.

Assistant Law Director Morgan spoke about the complexities of the promotional process and the success of the Fire Lieutenant promotional exam.

There was comment from the audience concerning the results of the Fire Lieutenant promotional assessments. It was stated that candidates previously received their total assessment score and their ratings for each category. It was asked whether candidates would receive this information.

Recording Secretary Owens responded that there would be another letter mailed to each candidate.

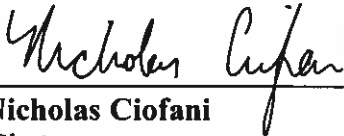
ADJOURNMENT:

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

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The meeting was adjourned at 6:46 PM.



Nicholas Ciofani
Chairman



Michelle A. Owens
Deputy Clerk of Council, Recording Secretary

Tuesday, July 16, 2019
Date Approved