

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING MARCH 20, 2012**

To Order: The meeting was called to order at 6:30 P.M.

Roll Call: Present were Members Russ Friedrich and Chairman Jim Yost.
Absent was Member Dan Zezena
Also present was Recording Secretary Donna Tjotjios

Minutes:

Chairman Yost stated that the first order of business is the minutes.

It was moved by Yost and seconded by Friedrich to approve the minutes of the regular meeting dated February 21, 2012.

MOTION CARRIED

It was moved by Yost and seconded by Friedrich to approve the minutes of the special meeting held March 6, 2012.

MOTION CARRIED

A brief discussion was held regarding the letter received from Fire Chief Miller indicating his intentions of retiring and requesting promotional examinations be completed for the positions of Chief, Assistant Chief, Captain and Lieutenant.

Reports:

It was reported that as of today, the Civil Service Commission has received 19 applications for the Firefighter Examination. Applications are scheduled to be filed from March 19 through March 30.

A cost comparison for services associated with the promotional examinations from the agency of Daniel T. Clancy and Ohio Fire Chief's Association was provided to the Commission. After a lengthy discussion, it was determined that because the difference in cost is over 30 percent between the two agencies, the Commission members agreed that it was too high to change agencies at this time.

It was moved by Friedrich and seconded by Yost to submit a request to Council for expenditures not to exceed \$30,000 and to award the promotional examination services to Daniel T. Clancy.

MOTION CARRIED

New Business:

As mentioned during the last regular meeting, Commission Member Zezena asked that the Commission consider opening up the promotional examination for the Chief's position to the Captains as there are only two Assistant Fire Chiefs eligible to take the exam and in order for the exam to be competitive, the Commission may want to consider opening the exam to the next

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lower level. The Commission Chairman requested that this subject matter be addressed at the next regular meeting and directed the Recording Secretary to add this subject to the agenda for consideration.

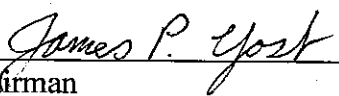
Concerns from the Police Chief and Police Captain relating to the current eligibility list for Patrolman Class C were relayed to the Commission. It was noted that the Police Department will need to start background investigations on the top 10 candidates due to a resignation on the force. The top 10 candidates' information was provided and it was found that four out of the ten candidates are no longer available. The current eligibility list contains only 36 names and the concern is that this list may be exhausted due to its age. It was also noted that there may be three additional Patrolman needed due to three existing Patrolman being on an eligibility list in another city. At the direction of the Commission Chairman, the Recording Secretary is to receive a copy of that list.

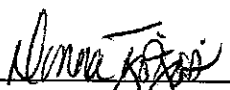
A reminder was made that the Firefighter Entrance Exam will be held April 12 at the Education Center with check in beginning at 6:00 P.M.

Commission Chairman Yost stated that there was no other business to be brought before the Commission and adjourned the meeting.

Adjournment:

Meeting adjourned at 7:10 P.M.


Chairman


Recording Secretary

April 24, 2012
Date