

NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING MARCH 19, 2013

To Order: The meeting was called to order at 6:26 P.M.

Roll Call: Present were Members Dan Zezena, Russ Friedrich and Chairman Jim Yost.
Also present was Assistant Law Director Toni Morgan, Fire Chief Richard Miller,
Assistant Fire Chief John Reese and Recording Secretary Donna Tjotjos.

Minutes:

Chairman Yost noted the minutes of the last meeting held February 19, 2012 and asked for a motion.

It was moved by Zezena and seconded by Friedrich to approve the minutes of February 19, 2012.

MOTION CARRIED

Reports:

Letter received from Chief Richard Miller regarding offer of employment to two Firefighter/Paramedic Class D candidates was read.

Fire Chief Richard Miller explained that with the hiring of these two individuals, he is asking for the next names on the eligible list in order to start the background checks.

Chairman Yost indicated that the top ten names have not been exhausted.

Assistant Fire Chief John Reese presented two additional candidates whose names are being requested to be removed because of the age restriction. He added that he didn't understand why he was given those two names as they turned 31. He also presented two more candidates who should be removed based on qualified reasons.

Chairman Yost indicated that he still has one more name from the list to choose from.

Assistant Fire Chief John Reese indicated that the background investigation is being done on the last candidate. He explained that he would at least like the next nine names from the list in order to get a start on the background checks because of the length of time it takes to complete a background check on each candidate. He stated that he didn't want to have to wait for the next names to be certified before he begins his background check.

Assistant Law Director Toni Morgan stated that she didn't see a problem with that as long as they are just doing the background checks on them. She indicated that those names don't have to be certified until the appointing authority is ready to appoint. She stated that is an easy rule to fix or create as she is aware that there isn't anything in the Rules and Regulations that give that direction.

Member Russ Friedrich added that he would like the Commission to be able to provide additional names from the eligible list without them having to be certified.

It was explained that the ORC used to state that the appointing authority shall have ten names at all times so that if one came off, Civil Service could continue giving names as names were removed. However, that verbiage was removed from the ORC back in 2007.

Fire Chief Miller indicated that there is a lot of work that goes into the background investigation and verifying they are State Certified. He indicated that as it stands, the candidates need to be a Paramedic at the time of application and not upon appointment as it has been in the past. He also added that extra credit is given if they are Paramedic and that is one issue that needs to be looked at as well. If they are required to be a Paramedic, then they shouldn't be given the extra credit points.

Assistant Law Director Toni Morgan stated that the Civil Service Commission can make that change.

Fire Chief Miller suggested that may be the Commission could give those two extra credit points if they are a current resident.

Member Zezena stated that is an idea to be looked into for the next exam.

The Recording Secretary asked for clarification from the Law Director. It was asked if she could as early as tomorrow provide the next nine names to the Assistant Fire Chief without those nine names being certified.

Assistant Law Director Morgan stated that as long as they are just doing the background checks on the individuals, she didn't see a problem with that and yes, they could be provided the next nine names on the eligible list.

Chairman Yost moved the meeting on the next item of business.

Unfinished Business:

Review of the Law Director's suggested amendment to the Rules and Regulations.

Assistant Law Director Morgan stated that she is aware of the conversation that Chairman Yost and Andy Crites had regarding the verbiage in the rule referencing the 25 percent and she stated that Andy has backed off from that.

Chairman Yost stated that the way it is worded, the Commission is not in agreement with and asked that the verbiage be reworded in order that it is clear what this section is to state.

Recording Secretary reminded the Commission that a revision would need to be provided 30 days prior to the next meeting in order for the Commission to take action.

New Business:

Review Patrolman Entrance Examination Scores

The Commission reviewed the scores on the eligibility list along with the positions of each candidate.

It was moved by Friedrich and seconded by Zezena to approve the Patrolman Class C Examination scores.

MOTION CARRIED

Approval of Position Letters.

Recording Secretary asked for approval to mail the position letters to the candidates.

It was moved by Friedrich and seconded by Zezena to approve the Patrolman Class C Examination scores.

MOTION CARRIED

Certify Top Ten Names.

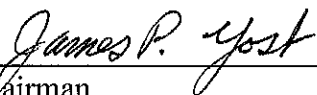
Chairman Yost asked for a motion to certify the top ten.

It was moved by Friedrich and seconded by Zezena to certify the top ten names on the Patrolman Class C Eligibility List.

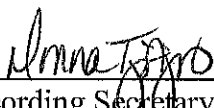
MOTION CARRIED

Chairman Yost adjourned the meeting.

Meeting adjourned at 6:55 P.M.



Chairman



Recording Secretary

April 16, 2013
Date Approved