

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – MONDAY, MAY 20, 2024**

CALL TO ORDER:

The meeting was called to order at 5:00 PM.

ROLL CALL:

Present were Secretary Amie Espinosa-Gonzalez, Vice-Chairman Sam Spann and Chairman Donald Schiffbauer. Also present were Assistant Law Director Toni Morgan and Deputy Clerk of Council Tina Wieber.

APPROVAL OF MINUTES:

Regular Meeting Minutes of April 22, 2024

Chairman Schiffbauer asked if the Commission had any questions or comments regarding the regular meeting minutes of April 22, 2024.

None were given.

Moved by Schiffbauer and seconded by Spann to approve the regular meeting minutes April 22, 2024.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Moved by Schiffbauer and seconded by Spann to amend the agenda and insert public comment after new business.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certify the 2024-2026 Police Sergeant Eligibility List.

Chairman Schiffbauer stated that the Commission had received a copy of the 2024-2026 Police Sergeant Eligibility List that the Commission needed to certify and asked if there were any questions or comments regarding the list.

None were given.

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Moved by Schiffbauer and seconded by Spann to approve the 2024-2026 Police Sergeant Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certify the 2024-2026 Police Sergeant Top 3 Eligibility List.

Chairman Schiffbauer stated that the Commission had received a copy of the 2024-2026 Police Sergeant Top 3 Eligibility List that the Commission needed to certify and asked if there were any questions or comments regarding the list.

None were given.

Moved by Schiffbauer and seconded by Spann to certify the 2024-2026 Police Sergeant Top 3 Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certify the 2024-2026 Police Lieutenant Top 3 Eligibility List.

Chairman Schiffbauer stated that the Commission had received a copy of the 2024-2026 Police Lieutenant Top 3 Eligibility List that the Commission needed to certify and asked if there were any questions or comments regarding the list.

None were given.

Moved by Schiffbauer and seconded by Spann to certify 2024-2026 Police Lieutenant Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certify the 2024-2026 Police Captain Eligibility List.

Chairman Schiffbauer stated that the Commission had received a copy of the 2024-2026 Police Captain Eligibility List that the Commission needed to certify and asked if there were any questions or comments regarding the list.

None were given.

Moved by Schiffbauer and seconded by Spann to certify 2024-2026 Police Captain Eligibility List.

A voice vote was taken and the motion carried.

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Yes – 3

No – 0

Extension of acceptance period for agility exam certificates for Police and Fire Entrance Examinations.

Chairman Schiffbauer asked Deputy Clerk of Council to discuss the extension.

Deputy Clerk of Council stated that as was done once before due to Covid due to limited spots available to participate in the Firefighter/Paramedic Tri-C physical agility examinations. She suggested that an extension be given only for the acceptance of the passed agility certificate for both police and fire entrance examination candidates. She explained that the fire agility was held at the beginning of May and that anyone applying after that date would not then have had an opportunity to take it until the next scheduled exam of June 2nd. She stated that regarding the Tri-c police physical agility examination, while the last date was May 19, all slots were taken, and candidates were not able to sign up until the next June 23rd scheduled exam. She explained that the application process would still close on May 27th with all other documentation required by that date but that the extension of the agility certificate submission would afford remaining candidates to take their respective agility examinations and turn in their certificates by the next day and the entire process would be completed prior to the next regularly scheduled Civil Service Commission meeting.

Chairman Schiffbauer commented that if he was hearing her correctly, it wasn't that there were vacancies and people just weren't signing up, it was that the agility slots filled up and we needed more availability.

Deputy Clerk of Council stated that was correct.

Chairman Schiffbauer asked if any member of the Commission had any questions.

None were given.

Moved by Schiffbauer and seconded by Spann to extend the acceptance of the agility certifications for both the police and fire entrance examinations.

A voice vote was taken and the motion carried.

Yes – 3

No – 0

PUBLIC COMMENT:

Chairman Schiffbauer stated that if there was anyone that wished to make a public comment to do so.

No comments were given.

Chairman Schiffbauer stated that the next Civil Service Commission meeting would be held on June 24, 2024 at 5:00 p.m.

ADJOURNMENT:

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Moved by Schiffbauer and seconded by Spann to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The meeting was adjourned at 5:10 PM.


Donald Schiffbauer
Chairman
Tina Wieber
Deputy Clerk of Council, Recording Secretary

Monday, July 22, 2024
Date Approved