



Civil Service Commission
CITY HALL COUNCIL CHAMBERS
REGULAR AGENDA OF NOVEMBER 25, 2024
5:00 PM

REVISED

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

Regular meeting minutes of October 28, 2024.
(Action by Civil Service Commission)

REPORTS

Received an Oath of Office for Fire Lieutenant/Paramedic Class B Steven Acord, dated November 4, 2024.

Received a Request for Withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Brian Fielding dated October 24, 2024.

Received a Request for Withdrawal from the Patrol Officer Class D Entrance Eligibility List from Police Chief Freeman for the following candidates Christopher Rinderle, Zachary Zweifel, James Rithchie, Patrick Phillion & Ryan Holt dated November 15, 2024.

UNFINISHED BUSINESS

NEW BUSINESS

Re-certify the 2023-2025 Fire Lieutenant Promotional Examination Eligibility List due to promotion.
(Action by Civil Service Commission)

Re-certify the Firefighter/Paramedic Class C Entrance Examination Eligibility List due to request for withdrawal.
(Action by Civil Service Commission)

Re-certify the Top 10 Firefighter/Paramedic Entrance Examination Eligibility List due to request for withdrawal.

(Action by Civil Service Commission)

Re-certify the Patrol Officer Class D Entrance Eligibility List due to requests for withdrawal.

(Action by Civil Service Commission)

Approve timeline for 2024 Police & Fire Entrance Examinations.

(Action by Civil Service Commission)

Rule VIII, Section 2, second paragraph, regarding extension of time due to arbitration.

(Action by Civil Service Commission)

ADJOURNMENT

- The next Civil Service Commission regular meeting is scheduled for 5:00 PM on Monday, December 16, 2024.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – MONDAY, OCTOBER 28, 2024**

CALL TO ORDER

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

ROLL CALL:

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

Secretary Amie Espinosa-Gonzalez was excused.

APPROVAL OF MINUTES

Regular Meeting Minutes of September 23, 2024

Chairman Schiffbauer asked if the Commission had any questions or comments regarding the regular meeting minutes of September 23, 2024.

None were given.

Moved by Schiffbauer and seconded by Spann to approve the regular meeting minutes of September 23, 2024.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

REPORTS

UNFINISHED BUSINESS

There was none.

NEW BUSINESS:

A request for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Steven Koehl dated September 17, 2024.

A request for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Max Seipel dated September 19, 2024.

A request for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Ian Shirey dated September 19, 2024.

A request for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Adam Trapletti dated September 25, 2024.

A request for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese for Bianca Inman dated September 30, 2024.

Chairman Schiffbauer read through the list of requests for withdrawal from the Firefighter/Paramedic Class D Entrance Eligibility List from Fire Chief Reese.

Re-certify Firefighter/Paramedic Class D Entrance Eligibility List due to request for withdrawal.

Chairman Schiffbauer stated that due to the requests for withdrawal the Commission would need to recertify the Firefighter/Paramedic Class D Entrance Eligibility List.

Moved by Schiffbauer and seconded by Spann to re-certify the Firefighter/Paramedic Class D Entrance Eligibility List due to requests for withdrawal.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Re-certify Firefighter/Paramedic Class D Top 10 Entrance Eligibility List due to request for withdrawal.

Chairman Schiffbauer stated that due to the requests for withdrawal the Commission would need to recertify the Firefighter/Paramedic Class D Top 10 Entrance Eligibility List.

Moved by Schiffbauer and seconded by Spann to re-certify the Firefighter/Paramedic Class D Top 10 Entrance Eligibility List due to requests for withdrawal.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Review Disciplinary Records per Rule VII, Section 6, *Disqualification of eligibles*.

Chairman Schiffbauer stated that he wanted to amend the agenda and move on to Review Disciplinary Records per Rule VII, Section 6, Disqualification of eligibles. He stated that the Commission received the disciplinary records per the rule and asked if there were any questions regarding those records.

None were given

Re-Certify the 2024-2026 Police Sergeant Top 3 Promotional Eligibility List due to removal.

Chairman Schiffbauer stated that due to a removal from the 2024-2046 Police Sergeant Top 3 Entrance Eligibility List it would need to be re-certified.

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

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Re-certify the 2024-2026 Police Sergeant Promotional Eligibility List.

Chairman Schiffbauer stated that the Commission would need to re-certify the 2024-2026 Police Sergeant Promotional Eligibility List.

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

A voice vote was taken and the motion carried.

Yes – 2 No – 0

PUBLIC COMMENT:

Moved by Schiffbauer and seconded by Spann to amend the agenda for public comment.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Chairman Schiffbauer stated that the floor was open for public comment and if anyone in the audience wished to speak to come forward and do so.

None were given.

Chairman Schiffbauer stated that the next Civil Service Commission meeting was scheduled for 5:00 PM on Monday, November 25th.

Assistant Law Director Morgan asked if the Commission was going to go into Executive Session to discuss a personnel matter.

Chairman Schiffbauer stated that they were good.

Assistant Law Director Morgan asked if they were going to vote on it.

Chairman Schiffbauer explained that he didn't see an action needed.

Assistant Law Director Morgan asked regarding review of the disciplinary record, were they going to vote.

Chairman Schiffbauer stated that there wasn't an action by Civil Service under that item. He discussed that there was an acknowledgement that they reviewed it.

Assistant Law Director Morgan asked if they were going to vote on it at the next meeting.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – MONDAY, OCTOBER 28, 2024**

PAGE 4

Deputy Clerk of Council commented that after the Commission reviewed the material that was sent in their member packets, they decided to go ahead and certify the Top 3 List that was before them.

Assistant Law Director Morgan stated that she thought they still needed to review the disciplinary action and that was why some people were there at the meeting.

Chairman Schiffbauer stated that what he did prior to the certification of the Top 3 and certification of the Eligibility List, was that he moved that item up on the agenda, Review Disciplinary Records, per Rule VII, Section 6, Disqualification of eligibles. He mentioned that he and Sam had a chance to review the records that were sent in the packet, and based on their review, they were comfortable with moving forward with re-certifying the list as it was, thereby not altering it and then based on the current Top 3 Promotional Eligibility List, then re-certifying the regular Eligibility List. He stated that his assumption would have been that if Sam had any questions, they would have had discussion.

Assistant Law Director Morgan stated that she would be more comfortable with a fuller discussion, but for the record, for each of the Commission members to state separately, that they were satisfied that the disciplinary matter was insufficient to warrant an action to be taken on it.

Chairman Schiffbauer stated that was correct.

Vice-Chairman Spann stated that was correct.

ADJOURNMENT:

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

A voice vote was taken and the motion carried.

Yes – 2 No – 0

The meeting was adjourned at 5:08 PM.

Donald Schiffbauer
Chairman

Tina Wieber
Deputy Clerk of Council, Recording Secretary

Monday, November 25, 2024
Date Approved



STATE OF OHIO
SS.
LORAIN COUNTY

OATH OF OFFICE

I, **Steven D. Acord**, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Ohio, the City Charter and all the laws of the City of North Ridgeville, Ohio, and will faithfully, honestly and impartially discharge the duties of the office of **Lieutenant/Paramedic Class B**, Division of Fire, City of North Ridgeville, Lorain County, Ohio, to the best of my ability as I shall answer unto God.


Steven D. Acord

Sworn to before me and subscribed in my presence this 4th day of November 2024


John C. Reese
Fire Chief


Kevin Corcoran
Mayor

Effective date: **November 3, 2024**

CITY OF NORTH RIDGEVILLE
FIRE LIEUTENANT PROMOTIONAL EXAMINATION
ELIGIBILITY LIST
2023-2025

OVERALL POSITION	NAME		ADDRESS				PHONE NO.	HIRE DATE	INTENT FORM			DATE OF EXAM	WRITTEN EXAM					ASSESSMENT				SENIORITY		TOTAL
	LAST	FIRST	STREET	CITY	STATE	ZIP			#	DATE	TIME		CHECK-IN	TEST #	POSSIBLE POINTS	POINTS	WEIGHTED POINTS	DATE	POINTS	POSSIBLE POINTS	WEIGHTED POINTS	YEARS	POINTS	
1	Bement	Joshua	599 Falling Oaks Dr	Medina	OH	44256	(440) 452-1691	10.23.2007	05	10.26.2022	8:21 AM	01.10.2023	8:40 AM	006	149	121	72.60	03.13.2023	70	100	41.72	15.00	10.00	124.32
2	Chrosniak	Jason	760 Hollywood Ave	Sheffield Lake	OH	44054	(440) 371-7736	06.30.2014	03	09.30.2022	2:20 PM	01.10.2023	8:49 AM	001	149	121	72.60	03.06.2023	70	100	41.72	8.50	6.70	121.02

* Calculated from date: 1.10.2023

I, Donald Schiffbauer, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on November 25, 2024.

Donald Schiffbauer, Chairman

Date

2024-2026 Firefighter/Paramedic Class D Entrance Eligibility List

POSITION OVERALL	NAME			DOB	Age					APPLICATION FILED		AGILITY TEST		WRITTEN EXAM		EXTRA CREDIT			TOTAL POINTS
	Last	First	Middle							Filed	Date	Date	Time	Points	Military Pts	College	FFII/EMT	Points	
1	Bonds	Cade	Nicholas	01/31/1997	27.4	640 Simons Dr	Brunswick	OH	44212	11	5/7/2024	06/04/2023	3.28	95.00	18.83	5	2	21.0	116.00
2	Hall-Carstarphen	Brandon	Ja'Ron	07/12/1986	37.9	1041 Clyde Ave Apt. 8	Cuyahoga Fa	OH	44221	7	4/14/2024	04/21/2024	3.25	91.00	N/A	5	2	7.0	98.00
3	Lashley-Burke	Nathan	Christopher	09/24/1999	24.7	4000 Westbrook Dr Apt. 3-318	Brooklyn	OH	44144	14	5/15/2024	06/02/2024	3.06	91.00	N/A	5	2	7.0	98.00
4	Golod	Kyle	Robert	04/06/1988	36.2	3323 Fillmore Dr	Brunswick	OH	44212	5	4/12/2024	06/02/2024	2.54	92.00	N/A	0	2	2.0	94.00
5	Clarke	Dylan	Cody	03/12/2002	22.3	8706 Broadview Rd, Apt B303	Broadview H	OH	44147	6	4/13/2024	02/11/2024	3.55	80.00	11.99	0	2	14.0	94.00
6	Eicher	Logan	Hayes	12/22/2004	19.5	333 Alexis Dr	Elyria	OH	44035	12	5/8/2024	06/04/2023	3.33	92.00	N/A	0	2	2.0	94.00
7	Cyrus Jr.	Donald	Lee	02/08/1996	28.4	9643 Fernwood Dr, Apt. F123	Olmsted Fall	OH	44138	1	4/5/2024	02/11/2024	3.55	83.00	N/A	0	2	2.0	92.00
8	Murphy	Sean	William	03/23/2005	19.2	1004 Barkston Dr	Highland He	OH	44143	5	4/12/2024	08/13/2023	4.22	82.00	N/A	0	2	2.0	85.00
9	Hellinger	Russell	W	02/05/2000	24.4	3486 Bellflower Dr	Lorain	OH	44053	15	5/17/2024	06/04/2023	3.33	82.00	N/A	0	2	2.0	84.00
10	Divencenzo	Joseph	Lawrence	06/04/1987	37.0	16397 Island Rd	Grafton	OH	44044	13	5/12/2024	06/04/2023	4.10	74.00	N/A	5	2	7.0	81.00
11	Novak	Jack	Emil	02/24/1999	25.3	11612 West Ridge Rd	Elyria	OH	44035	2	4/7/2024	07/09/2023	3.25	77.00	N/A	0	2	2.0	79.00
12	Freeman	Matthew	K	06/06/2005	19.0	32858 Walnut Dr	Avon	OH	44011	10	4/24/2024	06/02/2024	4.27	77.00	N/A	0	2	2.0	79.00
13	Battani	Tristan	M	08/06/2000	23.9	751 Miner Dr, Apt L-2	Medina	OH	44256	8	4/15/2024	04/21/2024	4.05	75.00	N/A	0	2	2.0	77.00
14	Radziewicz	Eric	A	11/30/1995	28.5	5250 Columbia Rd Apt 101	North Olmste	OH	44070	5	4/12/2024	08/13/2023	4.54	72.00	N/A	0	2	2.0	74.00

I, Donald Schiffbauer, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on November 25, 2024.

Donald Schiffbauer, Chairman

Date

2024-2026 Firefighter/Paramedic Class D Top 10 Entrance Eligibility List

POSITION OVERALL	NAME			DOB	Age					APPLICATION FILED		AGILITY TEST		WRITTEN EXAM		EXTRA CREDIT			TOTAL POINTS
	Last	First	Middle							Filed	Date	Date	Time	Points	Military Pts	College	FFII/EMT	Points	
1	Bonds	Cade	Nicholas	01/31/1997	27.4	640 Simons Dr	Brunswick	OH	44212	11	5/7/2024	06/04/2023	3.28	95.00	18.83	5	2	21.0	116.00
2	Hall-Carstarphen	Brandon	Ja'Ron	07/12/1986	37.9	1041 Clyde Ave Apt. 8	Cuyahoga Fa	OH	44221	7	4/14/2024	04/21/2024	3.25	91.00	N/A	5	2	7.0	98.00
3	Lashley-Burke	Nathan	Christopher	09/24/1999	24.7	4000 Westbrook Dr Apt. 3-318	Brooklyn	OH	44144	14	5/15/2024	06/02/2024	3.06	91.00	N/A	5	2	7.0	98.00
4	Golod	Kyle	Robert	04/06/1988	36.2	3323 Fillmore Dr	Brunswick	OH	44212	5	4/12/2024	06/02/2024	2.54	92.00	N/A	0	2	2.0	94.00
5	Clarke	Dylan	Cody	03/12/2002	22.3	8706 Broadview Rd, Apt B303	Broadview H	OH	44147	6	4/13/2024	02/11/2024	3.55	80.00	11.99	0	2	14.0	94.00
6	Eicher	Logan	Hayes	12/22/2004	19.5	333 Alexis Dr	Elyria	OH	44035	12	5/8/2024	06/04/2023	3.33	92.00	N/A	0	2	2.0	94.00
7	Cyrus Jr.	Donald	Lee	02/08/1996	28.4	9643 Fernwood Dr, Apt. F123	Olmsted Fall	OH	44138	1	4/5/2024	02/11/2024	3.55	83.00	N/A	0	2	2.0	92.00
8	Murphy	Sean	William	03/23/2005	19.2	1004 Barkston Dr	Highland He	OH	44143	5	4/12/2024	08/13/2023	4.22	82.00	N/A	0	2	2.0	85.00
9	Hellinger	Russell	W	02/05/2000	24.4	3486 Bellflower Dr	Lorain	OH	44053	15	5/17/2024	06/04/2023	3.33	82.00	N/A	0	2	2.0	84.00
10	Divencenzo	Joseph	Lawrence	06/04/1987	37.0	16397 Island Rd	Grafton	OH	44044	13	5/12/2024	06/04/2023	4.10	74.00	N/A	5	2	7.0	81.00

I, Donald Schiffbauer, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on November 25, 2024.

Donald Schiflbauer, Chairman

Date

2024-2026 Patrol Officer Class D Entrance Examination Eligibility List

Current Position	Submitted	Name		Agility	Written	Extra Credit							Total
	Date	Last	First	ID Number	# Correct	Education		Military			OPOTA	Total Extra Credit	
In	Submitted Date	Last Name	First Name	Agility ID Number	Written # Correct	Education	Education Points	Military	Military %	Military Points	OPATA Points	Extra Credit Total	Score Total
1	4/11/2024	Raymond	Travis	Y	79.46	X	5	X	20%	15.89	0	20.89	100.35
2	4/30/2024	Kovach	Brian	Y	78.56	X	5	X	20%	15.71	0	20.8	99.27
3	4/16/2024	Duncan	Terrance	Y	80.29		0	X	15%	12.04	2	14.04	94.33
4	4/5/2024	Bakos	Garrett	Y	82.76	X	5	N/A		0	0	5	87.76
5	4/16/2024	Vazquez	Felix	Y	71.98	X	5	N/A		0	0	5	76.98
6	5/21/2024	Adkisson	Shea	Y	76.28		0	N/A		0	0	0	76.28
7	4/29/2024	Mosley	Mercedes	Y	71.75		0	N/A		0	0	0	71.75
8	7/24/2023	Destrampe	Steven	Y	70.64		0	N/A		0	0	0	70.64

I, Donald Schiffbauer, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on November 25, 2024.

Donald Schiffbauer

Date

Testing Timeline for NTN

We currently have a one-year contract through NTN that ends in May 2025. They recommend a posting be listed for at least two months. If the entrance examinations for both Police & Fire are open from December 2, 2024 to February 17, 2025 it would allow Police 3 opportunities to take the agility exam during that period and it would allow Fire 2 opportunities to take the exam during that time period. (See second page for dates)

Tri-C **Fire** Agility dates for 2024 & 2025:

November 24, 2024

January 5, 2025

February 9, 2025

Tri-C **Firefighter** Academy

February 17 – May 2 2025

Tri-C **Police** Agility dates for 2024 & 2025:

November 17, 2024

December 15, 2024

January 19, 2025

February 16, 2025

LCCC **Police** Academy

Current finishes March 2025 & next one begins May 2025

Tri-C **Police** Academy starts February 10, 2025, with deadline to enroll by December 13th

Upon receipt from the Commission of a list of the top three (3) ranked eligible candidates for a promotional level position, the appointing authority shall fill such position forthwith, but in no event shall it be more than 60 days, by appointment from one of the three persons certified to the appointing authority and shall forthwith report to the Commission the name of such appointee, the title of the position, the duties and responsibilities of the same, the salary or compensation thereof and such other information as the Commission may require in order to keep its roster.
(Amended 08/28/2023)