

**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.

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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.

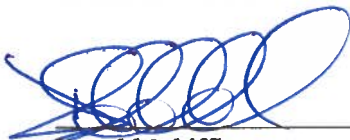
ADJOURNMENT:

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