

Civil Service Commission
CITY HALL COUNCIL CHAMBERS
REGULAR AGENDA OF MARCH 23, 2026
5:00 PM

CALL TO ORDER

ROLL CALL

ELECTION OF OFFICERS

Chairman
Co-Chairman
Secretary

APPROVAL OF MINUTES

Regular meeting minutes of February 27, 2026.

REPORTS

Received Oath of Office for Police Patrolman Kyle Lashley dated March 3, 2026.

Received request for withdrawal from Police Sergeant Promotional Eligibility List from Detective Brandon Mundell dated March 10, 2026.

Received Oath of Office for Police Patrolman Duane Smith dated March 18, 2026.

UNFINISHED BUSINESS

NEW BUSINESS

Re-certify the 2024-2026 Police Sergeant Promotional Examination List due to request for withdrawal.

(Action by Civil Service Commission)

Re-certify the 2024-2026 Top 3 Police Sergeant Promotional Examination List due to request for withdrawal.

(Action by Civil Service Commission)

Re-certify the 2025-2027 Patrol Officer Step 1 Entrance Eligibility Examination List due to appointments.

(Action by Civil Service Commission)

ADJOURNMENT

- The next Civil Service Commission regular meeting is scheduled for 5:00 PM on April 27, 2026.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – TUESDAY, FEBRUARY 27, 2026**

CALL TO ORDER

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

ROLL CALL

Present were Secretary Amie Espinosa-Gonzalez and Co-Chairwoman Cheryl Farver.

Also present was Deputy Clerk of Council Tina Wieber.

APPROVAL OF MINUTES

Regular Meeting Minutes of December 2, 2025

Co-Chairwoman Cheryl Farver stated that the Commission received the meeting minutes from the December 2, 2025, meeting and asked if there were any comments, questions or corrections.

None were given.

Moved by Farver and seconded by Espinosa-Gonzalez to approve the December 2, 2025 meeting minutes.

A roll call vote was taken and the motion carried.

Yes – 2 No – 0

REPORTS

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Zahid Khan dated November 10, 2025.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for John Imperatore dated November 12, 2025.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Emilly Malena dated January 29, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Jack Garrity dated February 2, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Corey Blondeaux dated February 2, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Summer Davis dated February 2, 2026.

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – TUESDAY, FEBRUARY 27, 2026**

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Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Kalli Spisak dated February 2, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Aidan Katrincsak dated February 2, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Sgt. Matt Downing for Jacob Hujer dated February 2, 2026.

Received a request for withdrawal from the Patrol Officer Step 1 Entrance Examination Eligibility List by Captain Greg Petek for Noah Whipkey dated February 11, 2026.

Retirement of Police Sergeant Matt Downing on Friday, February 20, 2026.

2026-2028 Patrol Officer Step 1 Entrance Eligibility Examination.

Co-Chairwoman Farver stated that there were 10 reports relative to the Patrol Officer Step 1 Entrance Examination regarding the withdrawal of those names from the list. She asked Deputy Clerk of Council Wieber if she would speak on the matter.

Deputy Clerk of Council stated that Sgt. Downing had expressed an urgent need to start another entrance examination as soon as possible and she requested in writing a list of each of the candidates and why the candidate needed to be removed and that the list gone through three times before removing names. She explained that the large list of names requesting withdrawal from eligibility list was because he verified for each of the candidates that either they took a job with another department, were not responsive through email or by phone or were no longer interested in the position. By doing so, they were able to be removed from the list and currently there were only two candidates on the Entrance Eligibility List.

Retirement of Police Sergeant Matt Downing on Friday, February 20, 2026.

Co-Chairwoman Farver thank Sergeant Downing for his service to the City in law enforcement and as well as when he was in the Navy.

2026-2028 Patrol Officer Step 1 Entrance Eligibility Examination.

Deputy Clerk of Council Wieber stated that Sgt. Downing requested that testing start mid-February and conclude by the end of March to allow enough time for the next Police Academy enrollment. She explained that testing opened February 18th and will close March 31st.

UNFINISHED BUSINESS

NEW BUSINESS

Re-certify the 2025-2027 Patrol Officer Step 1 Entrance Eligibility List due to the requests for withdrawal.

Co-Chairwoman Farver stated that the Commission had been provided a copy of the list.

Moved by Farver and seconded by Espinosa-Gonzalez to re-certify 2025-2027 Patrol Officer Step 1 Entrance Eligibility List

A roll call vote was taken and the motion carried.

Yes – 2 No – 0

Certify the 2026-2028 Fire Chief Promotional Examination List.

Co-Chairwoman Farver stated that the Commission had been provided a copy of the list.

Moved by Farver and seconded by Espinosa-Gonzalez to Certify 2026-2028 Fire Chief Promotional Examination List.

A roll call vote was taken and the motion carried.

Yes – 2 No – 0

Approval of Testing Agencies for Fire Promotional Examinations.

Co-Chairwoman Farver stated that the Commission had been provided a copy of the testing agencies for the upcoming Fire Promotional Examinations.

Moved by Farver and seconded by Espinosa-Gonzalez to approve the agencies for the upcoming Fire Promotional examinations.

A roll call vote was taken and the motion carried.

Yes – 2 No – 0

ADJOURNMENT

Moved by Farver and seconded by Espinosa-Gonzalez to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

The meeting was adjourned at 5:06 PM.

Chairman/Co-Chairman

Tina Wieber
Deputy Clerk of Council, Recording Secretary

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
REGULAR MEETING – TUESDAY, FEBRUARY 27, 2026**

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Monday, March 23, 2026

Date Approved

**CITY OF NORTH RIDGEVILLE
 CIVIL SERVICE COMMISSION
 PROMOTIONAL EXAMINATION
 POLICE SERGEANT
 ELIGIBILITY LIST 2024-2026**

POSITION	NAME		WRITTEN EXAM							ASSESSMENT EXAM						EXAMINATION	SENIORITY			TOTAL	
	Last	First	ID Number	Date	# Correct	# Total	% Composite	Actual Score	Weighted Score	ID Number	Date	# Correct	# Total	% Composite	Equalized score	Weighted Score	POINT SCORE	Date Hired	Years of Service*	Total	SCORE
4	Chasko	Clint	122	3/15/24	77	100	50%	77	38.50	G	5/2/2024	316	450	50%	70.21	35.10	73.60	8/30/2021	2.500	2.3	75.9

I, _____, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on March 23, 2026.

 Chairman

 Date

**CITY OF NORTH RIDGEVILLE
CIVIL SERVICE COMMISSION
PROMOTIONAL EXAMINATION
POLICE SERGEANT
TOP 3 ELIGIBILITY LIST 2024-2026**

POSITION	NAME		WRITTEN EXAM							ASSESSMENT EXAM						EXAMINATION	SENIORITY			TOTAL	
	Last	First	ID Number	Date	# Correct	# Total	% Composite	Actual Score	Weighted Score	ID Number	Date	# Correct	# Total	% Composite	Equalized score	Weighted Score	POINT SCORE	Date Hired	Years of Service	Total	SCORE
1	Julio	Jacob	110	3/15/24	86	100	50%	86	43.00	M	5/3/2025	334	450	50%	74.21	37.10	80.10	6/24/2013	10.670	7.9	88
2	Kuduzovic	Kelsey	109	3/15/24	82	100	50%	82	41.00	C	5/1/2024	374	450	50%	83.10	41.55	82.55	10/2/2017	6.420	5.2	87.75
3	Macy	Vincent	117	3/15/24	83	100	50%	83	41.50	H	5/2/2024	353	450	50%	78.43	39.21	80.71	6/24/2019	4.670	4.3	85.01

I, _____, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on March 23, 2026.

Chairman

Date

2025-2027 Patrol Officer Step 1 Entrance 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	2/10/2025	Horvat	Zachary	Y	72		0	N/A		0	0	0	72

I, _____, Chairman, acknowledge this list to be an accurate certified list as declared by the Civil Service Commission on March 23, 2026.

Chairman

Date