

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING NOVEMBER 20, 2012**

To Order: The meeting was called to order at 6:30 P.M.

Roll Call: Present were Members Russ Friedrich and Chairman Jim Yost.
Absent was Member Dan Zezena.
Also present was Recording Secretary Donna Tjotjos.

Minutes:

Chairman Yost noted the minutes of the last meeting held October 16, 2012 and asked for a motion.

It was moved by Friedrich and seconded by Yost to approve the minutes of October 16, 2012.

MOTION CARRIED

Reports:

A brief discussion was held regarding the Calendar of Events which includes the Assessment schedules of the Fire Promotional Exam and the Patrolman Entrance Exam scheduled for February 2013.

A brief discussion was held regarding whether or not to hold the December meeting.

It was moved by Yost and seconded by Friedrich to cancel the December meeting as has been done in the past.

MOTION CARRIED

Unfinished Business:

Amendments to Rule VII and VIII of the Civil Service Commission Rules and Regulations. A brief explanation was given in regard to the delay in response from the Law Director and his review of the language used in the amendments. A request was made that Civil Service Commission postpone action on the amendment.

It was moved by Yost and seconded by Friedrich to postpone action on the amendment until January 2013.

MOTION CARRIED

New Business:

Patrolman Entrance Exam 2013. A brief explanation was provided regarding the location of the agility exam noting that Police Chief Mike Freeman has secured the Lorain County Community College to hold the agility exam on Saturday, February 2, 2013. Because of the request to hold the examination in the beginning of the first quarter and because it is cold outside in February, it was requested that we hold this year's Patrolman Entrance Agility exam indoors. It was also

explained that with the Commission's approval, it has been requested to hold the agility exam first in order to save costs on the written examinations. Also, the Education Center has been secured to hold the written exam on Wednesday, February 6, 2013.

It was moved by Yost and seconded by Friedrich to approve the dates of the exam as well as the facilities.

MOTION CARRIED

A brief explanation was provided regarding the advertising media to be used for the Patrolman Entrance Exam advertisement. In the past, surveys have proven that the Cleveland Plain Dealer has been the number one site in which the applicants have heard of our exam. They will advertise in their paper, on their website and because they are affiliated with the Sun News, they also advertise with them. The Chronicle has notoriously been used based on them being the local media.

It was moved by Yost and seconded by Friedrich to approve the advertisement with Cleveland Plain Dealer and the Chronicle.

MOTION CARRIED

A brief explanation of what I/O Solution provides with their examinations in comparison to other agencies. The differences in cost were also noted.

It was moved by Yost and seconded by Friedrich to approve I/O Solutions as the Agent to provide the written examination for the Patrolman Entrance Exam.

MOTION CARRIED

A brief discussion was held regarding the application dates and protest dates.

It was moved by Friedrich and seconded by Yost to approve the application dates and protest dates noted on the calendar of events.

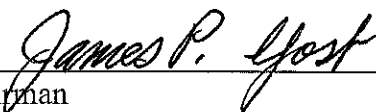
MOTION CARRIED

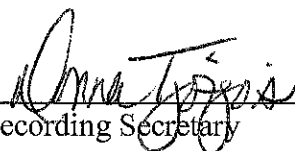
Chairman Yost asked if there was any other business.

It was moved by Friedrich and seconded by Yost to adjourn the meeting.

MOTION CARRIED

Meeting adjourned at 6:45 P.M.


Chairman


Recording Secretary

January 15, 2013
Date Approved