

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING NOVEMBER 19, 2013**

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

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

Minutes:

Chairman Yost asked if there were any corrections to the minutes. He entertained a motion.
It was moved by Friedrich and seconded by Zezena to approve the minutes dated
October 22, 2013 as presented.
MOTION CARRIED

Reports: No reports

Unfinished Business:

Discussion was held regarding correspondence received from Fire Chief Reese suggesting entrance exams to be given right after the New Year. It was agreed that it made sense to do the exams after the first of the year since the eligibility will be in place prior to the expiration of the current one dated to expire in May.

It was moved by Friedrich and seconded by Zezena to move forward in giving the Firefighter entrance exam after the first of the year.
MOTION CARRIED

New Business:

Certified and Eligibility List Update

Secretary Tjotjos noted that there were no changes made to the certified and eligibility list since the last meeting and will stand as is.

A lengthy discussion was held regarding the proposed amendments to Rules and Regulations as it relates to Rule VI. Chairman Yost brought forth questions to be answered by the Law Department. It was explained that ordinance section 248.03 was amended in 2006 which followed the Ohio Revised Code section 124.42. This amendment followed the recommendations made by Civil Service Commission. Chairman Yost explained that the Ohio Revised Code mentions anyone 18 to 41. He believed that there isn't a problem with the age of 18 especially if the candidate had his EMT. He explained that the Fire Department has to deal with a lot more physical and mental scenarios today than what the old Fire Department used to do in saving a foundation. He believed that is why Civil Service Commission limited the age to 31. He isn't certain of that and so, he asked if it could be researched as to why the age was limited to 31. The next question he had, which he asked for the Law Director's input is if, because we are a municipality, if we cannot still go by our

own Rules and Regs and not have to rely on Ohio Revised Code and if we can, which is what he has understood all along, then we would have to eliminate or omit reference to Ohio Revised Code 124.42. He stated that should not have been referred to when this was brought up to amend NRCO 248.03. He stated that reference to Ohio Revised Code should have been eliminated because that then takes precedence over what was put in the first sentence. He stated that the Commission wants a firm decision as to whether or not we can stay with what our Rules and Regs say and eliminate the reference to Ohio Revised Code on that item.

Member Zezena asked if the qualifications to take the test require the candidate to be a Paramedic.

A brief background was provided in which the Ohio Revised Code section 124.42 prior to 2012 limited the age to 31. Civil Service Commission was following that referenced section until 2012 when the State made a change to the age limitation and the Commission didn't. So, the ordinance and the Rules still refer to a section in the Ohio Revised Code that changed. Chairman Yost explained that if the Commission stayed with the Rules and Regs as they stand today, then the Ohio Revised Code section will need to be eliminated. He explained that once you refer to the Ohio Revised Code then the State is now regulating that subject matter. It was recommended that if Civil Service Commission wishes to keep their Rules and Regulations intact, then a recommendation will need to be made to Council to repeal North Ridgeville Codified Ordinance section 248.03.

Chairman Yost stated that the Commission isn't going to make a decision on this tonight until they receive sound answers first. He does understand that the Rules and Regs were in agreement with Ohio Revised Code when we changed it to 31, but when they changed it to 41, the Rules and Regs did not change. Discussion continued as to why the State would have changed it to age 41.

A lengthy discussion was held regarding the Rules and Regulations that refer to the age limitation and the current eligibility list of candidates and the conflict that has been found. It was explained that once the eligibility list expires, the candidates would need to take the test again to obtain a position on a current eligibility list.

Chairman Yost asked Recording Secretary Tjotjos to request the input from the Chiefs regarding the age limitation. It is his belief that they would rather the Rules and Regulations not be amended. Recording Secretary Tjotjos explained that the Ohio Revised Code Section only refers to the Fire appointments and age limitations of those appointed. It does not refer to age limitations for appointments to the Police Department.

A lengthy discussion was held regarding the appointing age and retirement and how it affects the costs in retirement benefits. The system will crumble as it hasn't always been this way. It is a matter not having people retire under the age of 50 and expect them not to be on medical or collecting a pension for the same amount of years as they have worked.

However, today, they can't afford to retire after 26 years because of the cost of healthcare so the employee ends up staying in the DROP program. It is the Commission's belief that the Chiefs would support the age limit of 31 and remove the reference to Ohio Revised Code.

After lengthy discussion, Chairman Yost stated that the Commission needs to make a good decision on this but they need to have good facts and good answers before they do make a decision.

Member Zezena stated that he is unsure why the State didn't send out notices on this change because most cities' age limitation is not 41. It was explained that the State made numerous changes over the last six years and each and every house bill was sent to the Law Department. The response was that the city is a chartered city and there was no need to make any changes.

Member Friedrich stated that he believes that this is why Toni is getting more involved with the Commission's Rules and is bringing these issues to Civil Service Commission's attention.

It was moved by Yost and seconded by Friedrich to postpone action on the proposed amendment to their Rules and Regulations, Rule VI.

MOTION CARRIED

Recording Secretary explained that based on the decision made by the Civil Service Commission in holding the entrance exam in January, the following items will need to be approved in order to make sure finances are cleared before the end of 2013 as the notice and advertisement will need to take place in December.

Two purchase orders have already been submitted to the Auditor's office for advertisements. One is in the amount not to exceed \$400.00 for the Chronicle and the other was for Plain Dealer in the amount not to exceed \$1300.00. The quotes to provide examinations were \$2700.00 to Daniel T. Clancy and \$5400.00 to Ohio Firefighters Association. Both costs were based on 200 applicants. Civil Service Commission will need to approve the costs of advertising and choose the agency and approve the cost for the agency. A purchase order will also need to be in place for the Testing Agency to provide the exams.

Two dates were confirmed with the Education Center to hold the exam. The first date is January 21, which is scheduled for the night of a Civil Service meeting. The other date is February 18, which is kind of pushing it out well after the New Year.

It was moved by Zezena and seconded by Friedrich to approve the exam date of January 21.

MOTION CARRIED

A brief discussion was held regarding the agency Daniel T. Clancy in reference to the number of candidates who the City has hired using Daniel T. Clancy as the exam agency.

It was moved by Zezena and seconded by Friedrich to approve Daniel T. Clancy as the agency and to provide funding to them for the exams

MOTION CARRIED

A brief discussion was held regarding the costs to advertise and a question was posed as to whether or not Civil Service Commission should advertise with the Plain Dealer since it is quite expensive. It was explained that in the past, a survey was held during the application process as to how the candidate heard of the exam. The most popular answer was the Plain Dealer through Cleveland.com. The ad runs only two Sundays but it is listed on Cleveland.com. It was suggested to research other ways of advertising with possible locations being the Fire Academies and local colleges. Member Friedrich stated that since it is early enough, it may be advantageous to look into other websites that may be out there where we could advertise as well. Along the subject matter, it was mentioned that Chief Reese had asked if there was any way to consider measures to recruit minorities. Member Zezena mentioned the Employment Guide might be a consideration. He added that by requiring the candidate to be a Paramedic prior to taking the exam could lower the number of applicants as well. Member Zezena suggested that we advertise at the local ambulance services where there are Paramedics on staff. Chairman Yost stated that the Commission should go with what they have in front of them to get the ball rolling and then still research other places to advertise. It was agreed that if there is additional costs that are not too exorbitant, then the Commission may decide to also advertise with the local colleges and Fire Academies. Recording Secretary stated that she would also include in the application data a section on how they heard about the exam.

It was moved by Zezena and seconded by Friedrich to approve the funding to advertise in the Cleveland Plain Dealer and Chronicle and to expend funds as presented.

MOTION CARRIED

Member Zezena asked whether or not the issue with the application being on line versus picking the hard copy up was taken care of last time.

Recording Secretary stated yes and continued to explain what had happened and how it was corrected.

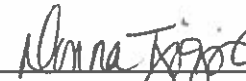
Adjournment:

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

MOTION CARRIED

Meeting adjourned at 7:02 P.M.


Chairman James Yost


Recording Secretary

December 17, 2013
Date Approved