

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF REGULAR MEETING
NOVEMBER 18, 2014**

To Order: The meeting was called to order at 6:35 P.M.

Roll Call: Present were members Russ Friedrich and Chairman Jim Yost.
Absent was Dan Zezena.
Also present were Assistant Law Director Toni Morgan and Deputy Clerk, Civil Service Recording Secretary Donna Tjotjos.

Minutes:

Chairman Yost entertained a motion on the minutes of last month's meeting.

It was moved by Friedrich and seconded by Yost to approve the minutes dated October 21, 2014.

MOTION CARRIED

Reports:

Recording Secretary provided her report stating that as directed a memorandum was sent to Police Chief and Fire Chief asking their feedback regarding PRADCO and what promotional exams, if any, were anticipated for the year 2015. Noted was correspondence received from the Police Chief stating that they do not anticipate a promotional examination to be given in the year 2015 and believes PRADCO examinations to be costly. Also noted was response from the Fire Chief via telephone conversation that he is in favor of using PRADCO for the assessment portion of the promotional exams and that he would like Civil Service Commission to consider Ohio Fire Chief's Association to provide the written examination for the promotional exam. He stated that his reasons are simply due to the archaic services received from Clancy and Associates and that their examinations are predictable. He explained that he couldn't attend the meeting scheduled for this evening because he was instructing a Fire Science class at Lorain Community College. He also stated during the telephone conversation that he was going to use PRADCO for the psychological portion while conducting interviews for the entrance position of Firefighter instead of the current company he uses known as DeLuca. He wanted the Secretary to note that he would be at the next Civil Service Commission meeting if scheduled in December and that he does anticipate giving a Lieutenant promotional exam in 2015 due to the retirement of Ron Schuler.

Chairman Yost directed the Secretary to find out from the Fire Chief when, in 2015, the promotional examination would need to take place.

Unfinished Business:

Proposed Civil Service Rules and Regulations amendments:

Assistant Law Director Morgan asked if she could make a comment for the Commission regarding amending the Rules and Regulations. She explained that one of the things the Law

Department looks at when amending Civil Service Commission Rules and Regulations is whether or not the change would be contrary to what the Ohio Revised Code states or what the current North Ridgeville Codified Ordinances state. In this case; it was found that these two amendments before the Commission, the Ohio Revised Code was silent to and does not conflict with the Ohio Revised Code or the Codified Ordinances and therefore the Commission is free to regulate. However, if it was in direct conflict with the Ohio Revised Code, then the matter of amending the Rules and Regulations would need to appear before Council for legislative action. Another possible conflict to take into consideration when amending the Rules and Regulations is the specific language already negotiated within the bargaining agreements. Since there are no conflicts within the bargaining agreement and since there are no conflicts within the Ohio Revised Code, these amendments will not need to be referred to Council for legislative consideration. Civil Service Commission is free to regulate these two amendments as proposed.

Member Friedrich mentioned some confusion with Section 2, which was not under consideration, but pointed out that the heading of Section 2 is in direct conflict with what the actual section states. The heading states "Certification of no more than four times" and the paragraph states "a person certified from the eligible list more than three (3) times to the same appointing authority, may be omitted from the future certifications."

Assistant Law Director Morgan stated that the term "may" is used in this section which means the Civil Service Commission is not forced into omit unless they see fit to omit.

It was noted that the conflict is the term "four times" versus the verbiage of "three times".

Chairman Yost stated Section 2 isn't on the agenda to be amended and could be reviewed at another time, but the conflict has been noted.

Assistant Law Director noted that she would look into case law on that subject matter.

Chairman Yost moved the meeting onto the proposed amendments relating to Rule VIII, Section 3 and Section 4.

It was moved by Friedrich and seconded by Yost to approve the proposed amendments to the Rule VIII, Sections 3 and 4 of the Rules and Regulations.

MOTION CARRIED

New Business:

Adjournment:

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

MOTION CARRIED

Meeting adjourned at 6:50 P.M.



Chairman



Donna Tjotjes, CMC Deputy Clerk
Civil Service Recording Secretary

December 16, 2014
Date Approved