

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING OCTOBER 17, 2017**

To Order: The meeting was called to order at 6:46 p.m.

Roll Call: Present were members Michael Crevda, Nick Ciofani and Chairman James Yost.
Also present was Assistant Law Director Toni Morgan and Recording Secretary Donna Tjotjos.

Minutes:

Regular meeting September 19, 2017

It was moved by Yost and seconded by Ciofani to approve the meeting minutes dated September 19, 2017 as submitted.

MOTION CARRIED

Reports:

Noted and received was a copy of Resolution 1411-2017 adopted October 2, 2017 and effective November 1, 2017 to continue to follow Rule VII, Section 2, and length of time eligibility lists must continue to be effective.

Chairman Yost stated that he did note the Resolution and its passage.

Assistant Law Director Morgan asked if, at this point, the Commission would want to make a motion to approve an amended rule to conform to that Resolution.

It was moved by Yost and seconded by Ciofani to amend Rule VII, Section 2 to conform to Resolution 1411-2017.

MOTION CARRIED

Also received were copies of:

Fire Promotions to Captain from the eligibility list expiring 2019.

Fire Promotions to Lieutenant from the eligibility list expiring 2018.

Police hiring Patrolman Kelsey Garrabrant from eligibility list expiring 2019.

Letter received from Chief Reese regarding Captain Gavlak's voluntary demotion to Lieutenant.

Deputy Clerk Tjotjos noted that she provided copies of the oaths of office given for the promotions received in the Fire Department as well as the oath of office received for the new hire from the Patrolman entrance exam. She noted that the letter received from Chief Reese was regarding Captain Gavlak's voluntary demotion and will be filed in his Civil Service file.

UNFINISHED BUSINESS: None

NEW BUSINESS:

An email was received from Chief Reese regarding letters that will be sent to candidates currently going through background process, regarding suspending efforts to hire from the firefighter/paramedic eligibility list due to expire in 2018 and providing another entrance examination in 2017.

The request was made that Civil Service Commission dispose of the current list and retest the entry level Firefighter/Paramedic Class D position.

Chairman Yost expressed his opposition to not giving the entrance test in 2017. He explained that the test can be given in 2018 and he feels the eight names remaining on the list can still be reviewed. He stated the list Civil Service has is still valid until May of 2018. That will give the Commission the first part of next year to provide an entrance exam instead of trying to rush these tests through the holidays.

It was moved by Yost and seconded by Ciofani to not retest at this time for Fire Entrance exams.

Assistant Law Director Morgan stated that the list that Donna prepared for the Commission shows approximately eight names that are still potential candidates. This list is good through May of 2018. If the Commission votes no, to not retest, the Commission will be starting efforts in February of next year and would be completed between March and April. She stated that there would be no gap.

Chairman Yost explained that the Commission would like to have ten certified names at all times and for the next couple of months, the eight names remaining on the list can still be reviewed. He stated he didn't see running another test now because they might end up with the same guys from this list anyway and they would still be in the same situation.

Member Ciofani stated that there is always the issue of requesting more appropriation funding to do the test this year as well.

Deputy Clerk Tjotjos stated that the Auditor's office was requesting additional funds in case Civil Service decided to retest.

Member Ciofani asked if the Commission felt if the Chief will be able to make due until next year.

Chairman Yost stated yes, with the eight remaining names that he has available. He closed the question and asked if all were in favor of the motion.

MOTION CARRIED

Chairman Yost asked if there was anything else on the agenda.

Deputy Clerk Tjotjos stated that because the Commission has voted no on retesting, the items remaining on the agenda are no longer up for discussion as they all related to items the Commission would have to approve if the Commission were to provide the Fire entrance exam this year. These items will be on the agenda before the first of the year. She noted that the dollar amounts quoted from the testing agencies that were provided to the Commission to review and approve were locked in for 2018 as well. So, the costs provided from the agencies will remain the same as submitted.

Chairman Yost stated that the Commission will take another look at that next year.

Deputy Clerk Tjotjos stated she will provide the list of costs and agencies again in January for the Commission to review.

Member Ciofani asked if the next meeting was really November 7 as stated on the agenda.

Deputy Clerk Tjotjos stated that is an error. The next meeting is November 21 – the third Tuesday of the month.

Member Ciofani stated that he could make the 21st.

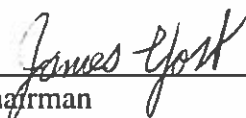
Assistant Law Director Morgan asked the Chairman if she should inform the Fire Chief of the Commission's decision or will he. She offered to put a letter together for his signature just so that he knows the Commission has declined to retest.

Chairman Yost stated yes and to let the Fire Chief know the Commission will continue with the remaining eight names available currently.

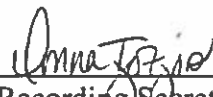
ADJOURNMENT:

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

The meeting adjourned at 7:00 P.M.



Chairman



Recording Secretary

November 21, 2017
Date Approved