

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING SEPTEMBER 15, 2015**

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

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

Minutes:

Vice Chairman Friedrich asked Member Zezena if he had a chance to review the minutes of August 18, 2015.

Member Zezena stated that he did.

Moved by Zezena and seconded by Friedrich to approve the minutes dated August 18, 2015.

MOTION CARRIED

Reports:

Deputy Clerk Tjotjos provided a report regarding temporary ordinance T 120-2015 noting the ordinance passed during the Council meeting held September 8 and became ordinance number 5272-2015. This ordinance will take effect October 8.

Deputy Clerk Tjotjos noted receipt of considerations in handling item challenges from IPMA. A summary of the process for the challenge period was given.

Deputy Clerk Tjotjos noted the calendar of events as it pertains to the Fire Promotional exam.

Unfinished Business: None.

New Business:

Certified and Eligibility List Update – Police Chief Freeman’s memorandum dated September 9, 2015 regarding a request to remove a candidate from the eligibility list.

A brief discussion was held regarding the memorandum and an explanation as to why the Chief is requesting Civil Service Commission’s approval to remove. It was explained that once removed, Civil Service Commission can then provide the next name and certify the list.

Moved by Friedrich seconded by Zezena to remove candidate Christopher Seitz from the Patrolman Eligibility List.

MOTION CARRIED

A discussion was held regarding Police Chief Freeman's memorandum requesting Civil Service Commission's consent to reinstate a former employee who resigned from the Police Department less than one year ago; noting that the employee was a good employee while working for North Ridgeville.

Moved by Friedrich and seconded by Zezena to approve the reinstatement of Patrolman Riley.

MOTION CARRIED

Vice Chairman noted receipt of the proposed amendments to the Rules and Regulations.

Assistant Law Director Morgan asked the Commission's thoughts on the last amendment pertaining to the maximum extra credit points, noting that Ohio Revised Code doesn't specify a maximum number of extra credit points.

Vice Chairman Friedrich stated that he was for the maximum number of credits.

It was explained that five extra credit points are given for education, five extra credit points are given for military and two extra credit points are given for certification from OPATA and Firefighter II. The total is actually 12 and so, the maximum could be eliminated since it is only two additional points.

Assistant Law Director Morgan felt that it would be in the best interest of the Commission to allow for the additional credit as it shows a more rounded individual who went the extra mile to obtain the extra credit.

Moved by Friedrich and seconded by Zezena to approve the amendments to the Rules and Regulations as presented.

MOTION CARRIED

A question was raised on the inspection of examination papers and the challenge period. As it stands, this section doesn't give a time period for the protests to come in and if there isn't a time period, the list would never get certified. If there is a time period for challenge or protests, the test scores would stand as they are after the challenge period and the list could then be certified.

Assistant Law Director Morgan suggested that the current wording be added, which would state "Any protest of the score shall be in writing and filed within ten (10) days of the postmarked score letter mailed."

Moved by Friedrich and seconded by Zezena to approve the additional wording to

the amendment presented.

MOTION CARRIED

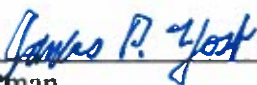
The invitation letter for the Fire Promotional Exam was presented and requested approval by Civil Service Commission. It was noted that if the letter was approved, Recording Secretary would be handing them out first thing tomorrow morning at Fire Station 1.

Moved by Zezena and seconded by Friedrich to approve the invitation for the Fire Promotional Exam.

MOTION CARRIED

Adjournment:

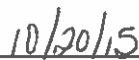
With no further business to bring before the Commission, Vice Chairman Friedrich adjourned the meeting. The meeting was adjourned at 6:55 P.M.



Chairman



Recording Secretary



Date Approved