

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF
REGULAR MEETING AUGUST 18, 2015**

To Order: The meeting was called to order at 6:28 P.M.

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

Minutes:

Chairman Yost asked for any addition or corrections to the meeting minutes of July 21, 2015. No discussion was offered.

Moved by Yost and seconded by Friedrich to approve the minutes dated July 21, 2015.

MOTION CARRIED

Reports:

Deputy Clerk Tjotjos provided a report regarding temporary ordinance T 120-2015 noting that this is an ordinance authorizing the contract with PRADCO for the costs associated with Assessment Center for the Fire Lieutenant Promotional Exams. Chairman Yost directed that a memo get sent to the Mayor requesting the passage of this legislation by emergency due to the exam date being before the thirty day window of passage.

Deputy Clerk Tjotjos provided a list of eligible candidates for the upcoming Fire Lieutenant Promotional Exam.

Deputy Clerk Tjotjos requested review of the Rules and Regulations specifically noting Rule V, Section 4, (b) Promotional examination in which it refers to ORC 124.45 and the conflict of Rule V, Section 10 (a) Inspection of examination papers. It was explained that ORC 124.45 does not state that the written exam can be reviewed for any type of challenge and that it only allows for challenge on the possible erroneous scores of the examination. The conflict is that the Rules and Regulations refers to ORC 124.45 and because section 10 (a) is no longer part of ORC 124.45; it will need to be eliminated from the Rules and Regulations.

Member Friedrich mentioned his concerns relating to the agencies test security agreements that are now required and allowing for the review of the examination after it has been given.

Deputy Clerk Tjotjos agreed and stated that she was unaware whether IPMA would even allow for a protest period to review their examination once it has been taken. It could breach the security agreement. More agencies are doing away with allowing the protest on the examination as it gives another look at their questions and answers.

Assistant Law Director Morgan states that she could look to see if there has been any case

law regarding protests.

Deputy Clerk Tjotjos also noted that if the five day protest period is eliminated from the Rules, it does affect the timing of receiving scores and final rankings. The Commission would receive the scores of the exams in a timelier manner and the final ranking results could be received quicker.

Assistant Law Director Morgan asked if the Commission directs her to review this Rule as it relates to ORC, a proposed amendment could be submitted before the next meeting.

Chairman Yost stated based on the security issues of the examinations and because the Rules reflect ORC, he asked if Assistant Law Director Morgan could propose an amendment that would not be in conflict and Member Friedrich agreed.

Assistant Law Director Morgan asked if the Commission could suspend their Rules to approve something earlier than next month.

Deputy Clerk Tjotjos was unsure of where it is stated that the Commission would need 30 days to vote on an amendment. She stated she would look into it and respond. She then ended her report.

Unfinished Business: None.

New Business:

Chairman Yost noted that there was no update on the Certified and Eligibility List.

Chairman Yost stated the next order of business was the proposed amendment to Rules and Regulations regarding Credit for Military Service.

Moved by Yost and seconded by Friedrich to approve the amendment as written by the Assistant Law Director Morgan and attached hereto.

MOTION CARRIED

Chairman Yost moved the meeting on to the calendar of events stating that the Commission will need to approve the Fire Promotional Exam Date and the Resource Materials to be posted with the invitation letter.

Moved by Yost and seconded by Friedrich to approve October 27, 2015 as the Promotional exam date.

MOTION CARRIED

Moved by Friedrich and seconded by Yost to approve the resource material list to be used for the exam.

MOTION CARRIED

Adjournment:

With no further business to bring before the Commission, Chairman Yost adjourned the meeting. The meeting was adjourned at 6:54 P.M.



Chairman



Recording Secretary

9/15/15

Date Approved