

THE CIVIL SERVICE COMMISSION

June 24th, 2020

AGENDA

1. Approval of Summary November 6th, 2019
2. Police- Approval of Sergeant List
3. Police – Approval of Original Appointment List
4. New Hires—Patrick O’Connor, Police Officer 01/09/20 and Aidan Fisher, Firefighter 04/17/2020
5. Next Meeting Date
6. ADJOURN

SUMMARY
Civil Service Commission
November 6, 2019

PRESENT: Vincent Rhodes, Chairperson
John May, Member
Victoria Schaefer, Clerk
Police Chief, John Orzech
Trevor Hayberger, Law Director

ABSENT: Fire Chief, Richard Wilcox

Public Session: Vincent Rhodes called the meeting to order at 4:00 p.m. Members present were John May and Vincent Rhodes. Also present was Civil Service Commission Clerk, Victoria Schaefer and Police Chief, John Orzech.

New Business:

The first order of business was the approval of the summary of the July 25, 2019 meeting. John May made a motion to approve the July 25, 2019 summary as recorded. Vincent Rhodes seconded. There was no further discussion, all in favor, motion carried.

The next order of business was the approval of the Police Lieutenant list. Chief Orzech explained that we had the written test done in September and the Assessment center took place in October. We had 4 Sergeants pass that test and Steve Ritterbach came out in first and we plan to promote him in January upon the retirement of Mike Campbell. The written was a new test for us but the candidates all did very well, and the process went smoothly. Vincent Rhoades asked how long Mike Campbell had in and Chief Orzech responded with 28 years. John May made a motion to approve the Lieutenant's list as presented. Vincent Rhodes seconded. There was no further discussion, all in favor, motion carried.

Police original appointment request to be removed; Chief Orzech explained that Richard Heber requested to be removed because he has taken a position with another agency and the same with Zachary Johnson. Zachary Braun is on our list and he just accepted a job with Ohio Department of Natural Resources and has requested to be removed. John May asked where on the list these candidates were ranked; Zachary Johnson and Richard Heber were in the top ten. This was a smaller list with only 13 but seems to be the standard for the original appointment around the nation. Chief Orzech also requested approval to move forward with a new original appointment list. Our current list only has 13 and we have hired 2 off the list so far. Chief mentioned that we have been very fortunate with the two candidates that we have hired on fulltime. We have been looking into the opportunity for lateral transfers, usually have been against it but we may need to go this route.

John May made a motion to approve the removal of Zachary Johnson, Zachary Braun, and Richard Heber as presented and move forward with administering a new original appointment test. Vincent Rhodes seconded. There was no further discussion, all in favor, motion carried.

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Sergeants list will also be exhausted at the end of February, Chief requested to move forward with the promotional testing for a new active list. There is a considerable amount of enthusiasm from the officers that are eligible to take the Sergeants promotional. Evan Estep will be promoted in January with the retirement of Michael Campbell. John May made a motion to proceed with the Sergeants promotional testing. Vincent Rhoades seconded. There was no further discussion, all in favor, motion carried.

Chief Orzech mentioned that Makayla Cook finished her probationary period and is doing a great job. John May asked about the timeline of filling the third Civil Service member spot since Marva Jackson resigned from the commission. Law Director, Trevor Hayberger explained that the City Commission will be the ones to appoint a third member. Kelly Kresser is working on posting this vacancy.

There was no old business to be discussed. The next meeting date is to be determined.

John May made a motion to adjourn at 4:23 p.m. Vincent Rhodes seconded, all in favor, meeting adjourned.

APPROVED:

ATTEST:

Vincent Rhodes, Chairperson

Victoria Schaefer, Clerk