



222 Meigs Street
Sandusky, Ohio 44870
419.627.5844
www.ci.sandusky.oh.us

NEWS RELEASE

TO: Sandusky Register, Andy Ouriel
BAS Broadcasting , Randy Hugg

FROM: Victoria Schaefer
Human Resource Specialist

DATE: December 13, 2018

RE: Proposed Amendments- Civil Service Rules & Regulations

The City of Sandusky's Police Chief, Fire Chief and Law Director have completed a review of the Rules and Regulations of the Commission. Upon this review the following amendments are being proposed; altering the interview committee (7.01 C) and original appointment credits (8.02 A & B, 8.04 A) and adding a new rule regarding police and fire promotional testing weighted scores (8.06).

The proposed amendments to the rules and regulations will be available to the citizens of Sandusky to review at the following locations:

- City of Sandusky Website
- City Manager's Office
- City Commission Clerk's Office
- Administrative Services Office
- Sandusky Public Library

The proposed amendments to the Civil Service Commission Rules and Regulations for the City of Sandusky will be on the Civil Service hearing agenda set for Monday, January 14th, 2019 at 3:30 p.m. in the 2nd floor conference room at City Hall.

Any questions regarding the proposed amendments to the Civil Service Commission Rules and Regulations should be forwarded to Victoria Schaefer at vschaefer@ci.sandusky.oh.us or 419-627-5885.

RULE SEVEN
EXAMINATIONS

7.01 General

- A. No proposed amendment.
- B. No proposed amendment.
- C. ~~Interviews may consist of 12 to 18 job-related questions.~~ Interviews will be conducted by a committee of **at least three** people consisting of 1) ~~the Director of Administrative Service or his/her designee~~ **the Chief or Director of the open classification or his/her designee**; 2) the Human Resource ~~Specialist~~ **Department representative**; and 3) the Chief or Director of the open classification ~~or his/her designee~~ **designees**. The committee shall decide which applicants are to be interviewed after a review of their applications and their qualifications.

7.02-7.18 No proposed amendment.

RULE EIGHT
GRADING, ADDITIONAL CREDIT, AND INSPECTION

8.01 No proposed amendment.

8.02 Original Appointment ~~Veteran's Credit Credits~~

A. Veteran's Credit

All applicants for original appointment who are veterans of military service, and a resident of Ohio, as described in ORC 124.23, may file with the Commission a certificate of military service or honorable discharge whereupon he shall receive additional credit of twenty percent (20%) of his total grade given in the regular examination, provided that he has received a passing grade.

Such requests for veteran's credit must be submitted to the Commission along with the application for examination and must, at that time, be accompanied by proof of military service as described above. Veteran's credit requested after the final date for test application will not be honored.

Applicants eligible for veterans credit on original examination shall receive a priority in ranking over non-veterans who obtain an identical grade.

B. Police Officer Original Appointment Credit

A person who prior to the date of the examination has a current Ohio Peace Officers Training Academy Basic certification shall receive additional credit of ten percent (10%) of his/her total grade given in the regular examination, provided that he/she receive a passing grade.

A person who prior to the date of the examination is an active member of the Sandusky Police Department Reserves for a minimum of eighteen months shall receive additional credit of ten percent (10%) of his/her total grade given in the regular examination, provided that he/she receive a passing grade.

A person who prior to the date of the examination has a two (2) year Associates Degree shall receive additional credit of five percent (5%) of his/her total grade given in the regular examination, provided that he/she receive a passing grade.

A person who prior to the date of the examination has a four (4) year Bachelor's Degree shall receive additional credit of ten percent (10%) of his/her total grade given in the regular examination, provided that he/she receive a passing grade.

8.03 No proposed amendment.

8.04 Addition of Credits

- A. Applicants for original appointment shall be entitled to only such credit as is set forth in 8.02 ~~(relating to veteran's credit)~~. The maximum accumulative credit that any one applicant may receive on an original appointment examination shall not exceed twenty percent (20%).
- B. No proposed amendment.
- C. No proposed amendment.

8.05 No proposed amendment.

8.06 Promotional Testing Weight

A. Police

Sergeant: Written 50%

Assessment 50%

Lieutenant: Written 40%

Assessment 60%

B. Fire

Captain: Written 50%

Assessment 50%

Lieutenant: Written 50%

Assessment 50%