

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – TUESDAY, OCTOBER 15, 2019**

CALL TO ORDER:

The meeting was called to order at 6:31 PM.

ROLL CALL:

Present were Secretary James Yost, Co-Chairman Michael Crevda and Chairman Nicholas Ciofani.

Also present was Assistant Law Director Toni Morgan and Recording Secretary Michelle Owens.

MINUTES:

Chairman Ciofani asked for discussion on the minutes of the regular meeting of Tuesday, September 17, 2019. No discussion was offered.

It was moved by Yost and seconded by Crevda to approve the minutes of Tuesday, September 17, 2019 as presented.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Police Multi-rank Promotional Examinations:

Chairman Ciofani read the email correspondence regarding a recent civil service examination held in Avon. He stated that the recommendation was helpful because it was from a neighboring city.

There was discussion concerning the urgency of the promotional examinations for the ranks of captain, lieutenant and sergeant.

Chairman Ciofani indicated that the promotional exam for sergeant was not as urgent. He suggested the least costly option for the exam.

Co-Chairman Crevda commented that the timing for captain and lieutenant are both critical. He believed, since it was within the budget, the Commission should choose National Testing Network and PRADCO.

Secretary Yost stated that assessments for captain and lieutenant are very important. He commented that he likes Ohio Association of Chiefs of Police as assessors. He did not feel they had enough history with PRADCO and was interested in hearing more from those who would recommend them.

Co-Chairman Crevda believed that the testing agencies used should be consistent; and remarked that Ohio Association of Chiefs of Police was unavailable through January 2020.

There was discussion surrounding the commencement of the exam.

Recording Secretary Owens stated that she could not post notice of the exam until budget funding. She explained that there was only enough to cover the exam for captain this year. She indicated that exams for lieutenant and sergeant could not take place until 2020.

Chairman Ciofani asked about the timeline for the exam if they were to go with PRADCO.

Recording Secretary Owens responded that completion of the promotional exam for captain would be delayed until at least February 2020. She explained that the calendar of events provided to Commission members assumes use of National Testing Network and PRADCO.

Chairman Ciofani stated that the exam would be done before the end of the year. He believed, due to urgency, it would be best to utilize National Testing Network for the written exam and PRADCO for assessments.

Co-Chairman Crevda agreed, since there is enough left in the budget. He stated that, because there was not enough room in the budget for exams for lieutenant and sergeant, they should go with option #1: National Testing Network for the written exam and Ohio Association of Chiefs of Police for the assessment.

Chairman Ciofani asked for any further discussion. No discussion was offered.

It was moved by Ciofani and seconded by Crevda to approve use of National Testing Network for the written exam and PRADCO for assessments for the 2019 Police Captain promotional exam.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

It was moved by Ciofani and seconded by Crevda to approve use of National Testing Network for the written exam and Ohio Association of Chiefs of Police for assessments for the 2020 Police Lieutenant promotional exam, subject to budget appropriation.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

It was moved by Ciofani and seconded by Yost to approve use of National Testing Network for the written exam and Ohio Association of Chiefs of Police for assessments for the 2020 Police Sergeant promotional exam, subject to budget appropriation.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certification of the Police Patrolman Class C Entrance Top 10 List:

Chairman Ciofani noted that three names had been removed. He asked for any other discussion. No discussion was offered.

It was moved by Crevda and seconded by Ciofani to approve re-certification of the Police Patrolman Class C entrance top 10 list.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certification of the Firefighter/Paramedic Entrance Top 10 List:

Chairman Ciofani asked for any discussion of the Firefighter/Paramedic entrance top 10 list. No discussion was offered.

It was moved by Crevda and seconded by Yost to approve re-certification of the Firefighter/Paramedic entrance top 10 list.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Ciofani asked about the self-removal request form, which requires a notary. He stated that, if the person does not know a notary, it could take a bit of time.

Assistant Law Director Morgan stated that it was not covered by the Ohio Revised Code.

There was discussion concerning rules that allow for removal of a candidate. Cited were Rule VII, Section 5, Rule VII, Section 6, and Rule VII, Section 7.

Assistant Law Director Morgan spoke about a discussion with Police Chief Freeman. She stated that the collective bargaining agreement covers grading and weighting only up through Police Sergeant. She indicated that this was similar with the CBA for the Fire Department: Assistant Fire Chief was not covered. She stated that they were putting together an ordinance to go to Council to say that they are covered in the same way; that they have the same type of testing and will be weighted just like the other ranks. She indicated that, following the approval of City Council, it would come before the Civil Service Commission.

ADJOURNMENT:

Chairman Ciofani announced the next regular meeting on Tuesday, November 19, 2019.

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

A voice vote was taken and the motion carried.

Yes – 3 No – 0

The meeting was adjourned at 7:11 PM.



Nicholas Ciofani
Chairman



Michelle A. Owens
Deputy Clerk of Council, Recording Secretary

Tuesday, November 19, 2019
Date Approved