

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – MONDAY, MAY 22, 2023**

CALL TO ORDER:

The meeting was called to order at 5:00 PM.

ROLL CALL:

Present were members Bill Holland and Co-Chairman Sam Span and Chairman Donald Schiffbauer. Also present was Deputy Clerk of Council Tina Wieber.

MINUTES:

Co-Chairman Spann asked if the Commission had any questions or comments regarding the regular meeting minutes of April 24, 2023.

None were given.

Moved by Spann and seconded by Holland to approve the regular meeting minutes of Monday, April 24, 2023 as presented.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

REPORTS:

Correspondence from Fire Chief Reese regarding Fire Entrance Examination regarding notice content.

Chairman Schiffbauer stated that the Commission had received email correspondence from Chief Reese regarding the administration of the agility test and where it would be held, which was Tri-C and the proximity towards the written examination. He explained that one of the things that Chief Reese brought up was the fact that if someone were applying from out of state, maybe wanting to move back to the region, they would have to physically go to Tri-C and take the agility test.

Deputy Clerk of Council Wieber explained that according to the Rules and Regulations extra credit could not be added when calculating the entrance exam scores, unless they had an agility score. She stated that candidates could take the agility after the written exam but scores couldn't be calculated without having a passed agility certificate. She mentioned that she had talked to Fire Chief Reese about accepting other testing agencies' agility exams but it was discovered that the CPAT agility test created by IIAF, had eight tasks that must be completed in ten minutes and 20 seconds, whereas Tri-C's agility test has five tasks that must be completed in seven minutes. She explained that after discussing accepting CPAT agility and adding it to the application, she had reached out to the IIAF to see if there were CPAT testing facilities in Ohio. She stated that according to the IIAF, there were not any CPAT testing facilities in Ohio but there were licensed CPAT Fire Departments and they only gave that exam for their department.

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Chairman Schiffbauer asked if there was any possibility for a standardized agility test that someone could complete remotely at a separate physical location and then send it to the City to be included as part of their application or testing.

Deputy Clerk of Council Wieber stated that if they accepted other agility exams, they might not be all consistent in what they were tested on and how they were tested.

Chairman Schiffbauer commented that it wouldn't be apples to apples. He stated that Tri-C was seven minutes to do the tasks but the CPAT was ten minutes.

Deputy Clerk of Council stated that was correct. She added that the CPAT had more tasks.

Chairman Schiffbauer stated that that limited the candidates to those that would be willing to drive or were local.

Deputy Clerk of Council Wieber explained that that was the reason for extending the submittal of the agility to August 14th. She stated that they would have three opportunities to take the agility with one in June, one in July and one in August.

Chairman Schiffbauer asked if the candidates preliminary scores would be available for their written test for them to see.

Deputy Clerk of Council Wieber stated that they would see their score immediately upon completing the exam.

Chairman Schiffbauer remarked that at least they would know if they did well or not.

Co-Chairman Spann stated that that was his concern that if they drove from out of state to take the agility but were unaware that they had failed the written portion, they would have wasted their time.

Deputy Clerk of Council Wieber stated that she had reached out to the testing company, NTN, regarding when the candidates would find out their written exam scores and they told her that as soon as the candidate finished the test, the score would show immediately and also be sent to her as well.

Chairman Schiffbauer stated that in the absence of a standardized agility exam, in order to make an accommodation, they were including three possible testing dates. He commented that that was pretty generous considering the three testing dates had to come and go before calculating the of scores and ranking the candidates. He discussed that he was concerned that during that three-month period that candidates could be hired elsewhere.

Deputy Clerk of Council Wieber explained that it was really only two weeks after the deadline of the application period. She discussed that NTN's process was to have a job listing and testing period open for

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months, so that there would be a broader range of candidates because they could test at their own convenience either at a testing facility or proctored online. She added that NTN recommended having a job posting open for a minimum of 30 days. She explained that the application and testing period would be open from the end of May and would close on July 24th. She added that it would be two to three weeks later and that would give them one more chance for the Tri-C agility before the August 14th deadline.

Chairman Schiffbauer asked if the Chief was in favor of having the three agility testing dates.

Deputy Clerk of Council Wieber explained that it was discussed that the agility end date would be the same as the written end date or they could extend the agility date to give the candidates one more opportunity to test if they needed to and the Chief chose the option of extending it to August 14th.

Member Holland asked where the candidates took the agility test at.

Co-Chairman Spann stated Tri-C.

Deputy Clerk of Council Wieber explained that the Police Department conducted their own agility testing but the Fire Department did not.

Member Spann asked if they had looked into getting a license to give their own agility or was there no interest.

Deputy Clerk of Council commented that she didn't believe there was any interest.

Chairman Schiffbauer explained that he didn't want to do anything that would slow down the process of potential candidates because the longer they took to decide, the more opportunity it would be for them to seek employment elsewhere.

NEW BUSINESS:

Rules and Regulations due to amendments to Rule I, Section 6(f) and Rule VI, Section 5 as approved at the meeting of April 24, 2023.

Chairman Schiffbauer stated that his colleagues had reviewed the proposed Rules & Regulations amendments for Rule I, Section 6(f) and Rule VI, Section 5 and were subsequently approved at the April 24th meeting. He stated that those amendments had been included in the Rules & Regulations and the Commission had been given a copy.

Moved by Spann and seconded by Holland to accept the updated Rules & Regulations.

A voice vote was taken and the motion carried.

Yes – 3

No – 0

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Chairman Schiffbauer commented that it was exciting to see there were several oaths of office. He stated that the Commission received oaths of office for Patrolmen Rudy Ackerman and Michael Gasparini. He stated that they received oaths of office for Firefighter/Paramedics Noah Tanzilli and Richard Kenney. He discussed that as a result of that last promotional examination the Commission received an oath of office for Captain Alexander Shear and Lieutenant/Paramedics Christopher Federan and Justin Silvi. He asked if there were any questions or comments from the Commission. He stated that they had also received a request for withdraw from the Firefighter/Paramedic entrance eligibility list from Chief Reese dated May 19, 2023 for Anthony Gallam.

Re-certify Patrolman Class D Entrance Eligibility List due to officer appointments.

Chairman Schiffbauer stated that the Commission had received the Patrolman Class D Entrance Eligibility List due to officer appointments and asked if there were any questions or comments from the Commission.

None were given.

Moved by Spann and seconded by Holland to re-certify the Patrolman Class D Entrance Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certify Firefighter-Paramedic Class C Entrance Eligibility List due to firefighter appointments.

Chairman Schiffbauer stated that the Commission had received the Firefighter-Paramedic Class C Entrance Eligibility List due to the firefighter appointments and asked if there were any questions or comments from the Commission.

None were given.

Moved by Spann and seconded by Holland to re-certify the Firefighter/Paramedic Class C Entrance Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certify Fire Captain Eligibility List due to Captain Shear's appointment.

Chairman Schiffbauer stated that the Commission had received the Fire Captain Eligibility List due to Captain Shear's appointment and asked if there were any questions or comments from the Commission.

None were given.

Moved by Spann and seconded by Holland to re-certify the Fire Captain Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Re-certify Fire Lieutenant Eligibility List due to Lieutenant Federan & Lieutenant Silvi's appointments.

Chairman Schiffbauer stated that the Commission had received the Fire Lieutenant Eligibility List due to the appointment of Lieutenants Christopher Federan and Justin Silvi and asked if there were any questions or comments from the Commission.

None were given.

Moved by Spann and seconded by Holland to re-certify the Fire Lieutenant Eligibility List.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Certification of payroll by Civil Service Commission (Per Rule I, Section 3).

Co-Chairman Spann stated that with the additions of new patrolmen and new firefighter personnel the Commission needed to certify the payroll due to changes in the lists.

Moved by Spann and seconded by Holland to certify the payroll.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

2023 Police Entrance Examination Approvals of Notice and Application

Chairman Schiffbauer stated they had reviewed the 2023 Police Entrance Examination notice and application packet as well as the 2023 Fire Entrance Examination notice and application packet. He mentioned that the Commission had gone through some pretty thorough information presentations by the testing organizations and two meetings prior they had selected who those organizations would be. He asked if there were any questions regarding the 2023 Police Entrance Examination notice or application packet.

None were given.

Chairman Schiffbauer stated that he did have one comment. He stated that in the police application packet on Page 4, under Section G, Number 5, of the "Statement of Hiring Standards", under "Other Conduct", Number 5 stated, "Failure to correct behavior of an antisocial nature". He explained that antisocial was a behavioral health diagnosis no different than depression, anxiety, hypertension and so on. He went on to discuss that people with antisocial behavior could effectively manage their antisocial behavior either with medications or coping skills or therapy. He stated that what he wanted to see

proposed as language, instead of calling out a word that could be associated with a medical diagnosis, would be to say, “Failure to correct behavior that does not promote positive community policing practices”. He commented that he wasn’t looking to take action at that meeting regarding it and didn’t want to delay the patrolman exam. He stated that he also wanted the Police Chief’s input on how he thought it should read. He mentioned that in looking at the DSM-5, which was the diagnostic criteria for behavioral health disorders, it was listed in there as antisocial personality disorder and he thought they should just be calling out more of the behavior as opposed to what could be perceived by the public as a diagnosis.

Member Holland asked what the recommendation was for the language change.

Chairman Schiffbauer stated that it was “Failure to correct behavior that does not promote positive community policing practices”. He discussed that there was literature out there for positive community policing practices and that it was set on three pillars. He stated that he would be happy to bring it back to the Commission and explain the rationale but that he really didn’t want to delay the timeline in getting material out. He explained that it didn’t have to be corrected or addressed immediately because they needed to get the hiring process rolling but he asked that they go back to the Chief and share the information that was discussed at the meeting about considering changing the verbiage.

Co-Chairman Spann stated that he didn’t have an issue with that and that he understood what Chairman Schiffbauer was saying.

Chairman Schiffbauer stated that calling out antisocial was no different than calling out anxiety or depression.

Member Holland asked if the motion were to include that suggested change, why would that slow things down.

Chairman Schiffbauer explained that he wasn’t a law enforcement expert and rather than just changing something, he wanted the feedback of the Police Chief because ultimately the Police Chief was responsible for the contents.

Member Holland stated that he understood that but that was different than what he was asking. He mentioned that there wasn’t any reason why the Commission couldn’t change it at that meeting with a motion and move on. He added that he understood that Chairman Schiffbauer wanted that feedback but from a procedural point of view, the Commission could change that.

Chairman Schiffbauer stated that they absolutely could.

Moved by Spann and seconded by Holland to approve the 2023 Police Entrance Exam notice and application packet.

A voice vote was taken and the motion carried.

Yes – 3

No – 0

2023 Fire Entrance Examination Approvals of Notice and Application

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Chairman Schiffbauer stated that the Commission had received the 2023 Fire Entrance Examination notice and application packet and asked if there were any questions regarding the notice or application packet.

None were given.

Moved by Spann and seconded by Holland to approve the 2023 Fire Entrance Exam notice and application packet.

A voice vote was taken and the motion carried.

Yes – 3 No – 0

Chairman Schiffbauer stated that the next Civil Service Commission meeting was scheduled for 5:00 PM on Monday, June 26, 2023.

ADJOURNMENT:

Moved by Spann and seconded by Holland to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

The meeting was adjourned at 5:22 PM.



Donald Schiffbauer
Chairman



Tina Wieber
Deputy Clerk of Council, Recording Secretary

Monday, June 26, 2023
Date Approved