

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF THE
REGULAR MEETING – TUESDAY, FEBRUARY 16, 2021**

CALL TO ORDER:

The meeting was called to order at 4:30 PM.

ROLL CALL:

Present were members Michael Crevda (via Zoom) and Donald Schiffbauer (via Zoom).

Also present were Assistant Law Director Toni Morgan (via Zoom) and Deputy Clerk of Council Lisa Ciofani.

Member Sam Spann was absent.

MINUTES:

Chairman Crevda asked for discussion on the minutes of the regular meeting of Tuesday, January 19, 2021. No discussion was offered.

It was moved by Crevda and seconded by Schiffbauer to approve the minutes of Tuesday, January 19, 2021 as presented.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

REPORTS:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Amendment to Rule VIII, Section 2 – *Certification no more than three times.*

Chairman Crevda asked Assistant Law Director Morgan if she can give a brief overview.

Assistant Law Director Morgan stated this issue was discussed at the last meeting so it can be voted on this meeting. She advised this is probably an attempt to simplify the process but the intent behind it and the reality of what it is does, does not match up. She stated this is no longer in the ORC in Chapter 124, which governs Civil Service, as it was dropped and has not been used in court cases and it was an attempt if someone kept getting passed over to forget about

them. She advised the court says it circumvents and undermines the Civil Service system based on merit and competitive testing and the recommendation was to take it out of the Rules.

Chairman Crevda asked for any comments or questions.

Member Schiffbauer asked for clarification if an individual is certified from the eligibility list more than 3 times and passed over 3 times and they were removed, regardless if they were passed over 3 times, 5 times, or 30 times, they have the right to apply for that position and be considered even though they may not be selected and that is the model the commission wants to go to.

Assistant Law Director Morgan agreed.

It was moved by Crevda and seconded by Schiffbauer to approve the amendment to Rule VIII, Section 2, *Certification no more than three times*

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Oath of Office for Lieutenant Mark Carbone.

Chairman Crevda advised they received an Oath of Office for Lieutenant Mark Carbone. He asked for any comments or questions. No discussion was offered.

Re-certify Fire Lieutenant Eligibility List due to Lieutenant Carbone's appointment.

Chairman Crevda advised due to Lieutenant Carbone's appointment, the Fire Lieutenant Eligibility List needs to be re-certified. He asked for any comments or questions. No discussion was offered. Chairman Crevda noted the Fire Lieutenant Eligibility List was short and contained 5 individuals.

It was moved by Crevda and seconded by Schiffbauer to approve the re-certification of the Fire Lieutenant Eligibility List due to Lieutenant Carbone's appointment.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

Member Schiffbauer asked since the Fire Lieutenant Eligibility List is short, if we exhaust this List do they have a promotional test to repopulate it or is there a par level of ten eligibility personnel that would get the List back up to ten individuals or if that is just applicable to the entry level roles.

Chairman Crevda asked Deputy Clerk of Council Ciofani for clarification.

Deputy Clerk of Council advised the last time the Fire Lieutenant Eligibility List was re-certified it also had less than ten individuals and she will look to see what the next steps are.

Assistant Law Director Morgan asked if there are eligible individuals to be on the Fire Lieutenant Eligibility List or if we need to test.

Deputy Clerk of Council Ciofani advised there are five individuals remaining. She advised it is her understanding the Fire Lieutenant Eligibility List is the same as the Fire Lieutenant Certified Top Ten List, as there were not more than ten people on the Fire Lieutenant Eligibility List. She advised she will speak with the Fire Chief as to how soon we need to update the Fire Lieutenant Eligibility List and if he is planning on hiring anytime soon.

Member Schiffbauer advised there might not be ten eligible personnel for the promotion and the Fire Lieutenant Eligibility List may not exceed ten individuals. He asked how they repopulate the List as personnel are promoted.

Deputy Clerk of Council advised the lists do expire and she will speak to the Fire Chief for further information.

Certification of payroll by Civil Service Commission (Per Rule I, Section 3) due to Lieutenant Knowlton's retirement.

Chairman Crevda advised the payroll list consists of those individuals who are currently Civil Service personnel and whose payroll is certified for the purpose of compliance with ORC 9.41.

Chairman Crevda asked for any questions or comments. No discussion was offered.

It was moved by Crevda and seconded by Schiffbauer to approve the certification of payroll by Civil Service Commission per Rule I, Section 3.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

ADJOURNMENT:

Chairman Crevda asked for any other questions or comments. No discussion was offered.

It was moved by Crevda and seconded by Schiffbauer to adjourn the meeting.

A voice vote was taken and the motion carried.

Yes – 2 No – 0

The meeting was adjourned at 4:40 PM.

Michael W. Crevda

Michael Crevda
Chairman

Lisa Ciofani

Lisa Ciofani
Deputy Clerk of Council, Recording Secretary

Tuesday, April 20, 2021

Date Approved