

**NORTH RIDGEVILLE CIVIL SERVICE COMMISSION
MINUTES OF REGULAR MEETING
DECEMBER 16, 2014**

To Order: The meeting was called to order at 6:36 P.M.

Roll Call: Present were members Russ Friedrich and Chairman Jim Yost.
Absent was member Dan Zezena.
Also present were Assistant Law Director Toni Morgan and Deputy Clerk, Civil Service Recording Secretary Donna Tjotjos.

Minutes:

Chairman Yost entertained a motion on the minutes of last month's meeting.

It was moved by Yost and seconded by Friedrich to approve the minutes dated November 18, 2014.

MOTION CARRIED

Reports:

A memorandum was provided by the Recording Secretary noting the expiration dates of the eligibility lists for Patrolman Entrance and Fire Promotional.

Costs to perform examinations were provided for Civil Service to review.

Unfinished Business:

A brief discussion was held regarding the agency to use for the Fire Department's promotional examination and a cost comparison was provided for the Civil Service members to review.

Chairman Yost stated that he is not ready to make a decision on the agency to perform the promotional examination for the Fire Department noting that the Commission does not have confirmation of anyone retiring from the Fire Department nor do they have any dates.

Member Friedrich noted the expiration date of the promotional eligibility list and stated that if need be, they can appoint a temporary Lieutenant until a promotional list can be established.

It was moved by Yost and seconded by Friedrich to table the decision on which agency to use for Fire Department promotional examination

MOTION CARRIED

Estimated Costs for 2015 Patrolman entrance examinations were provided and discussed. As in the past I/O Solutions has provided the entrance examinations for the Patrolman and Civil Service members felt no need to make a change. Costs were reviewed.

It was moved by Yost and seconded by Friedrich to approve the budgeted cost for temporary appropriations to begin the process of entrance exams for the Police Department.

MOTION CARRIED

It was noted that the Recording Secretary will provide the necessary documents to be approved for the next regular meeting.

New Business:

Certified and Eligibility List Update – There was no update on the current certified and eligibility lists.

Rule VIII, Section 2 Proposed Amendment was discussed in length. Recognized was a memorandum received from Toni Morgan, Assistant Law Director.

Assistant Law Director Toni Morgan provided a brief explanation to the rule stating that the rule's subject line is correct as it states no more than four times. However, she also understood that there may be some confusion which could be easily rectified as she stated in her memo. She explained that she reviewed the language the City of Toledo had in their rules and it states the same way. She continued on to state the words "may be" may give the impression that there is no standard and that Civil Service may or may not omit a candidate. She suggested that they may want to change the verbiage to "will be" which actually develops a standard. She also suggested removing the word "omitted" and replacing with "removed". By doing this it suggests that the person will actually be removed and just not omitted or forgotten. She stated that Civil Service does not have any direction on this subject matter from Ohio Revised Code, as they are silent and if Civil Service chooses, they could just remove the entire section. She did note that there may be reasons why the appointing authority would rather keep that section in the rules.

Chairman Yost agreed with the Assistant Law Director and stated he would rather change the wording to make it clear than to just remove the entire section and asked the Recording Secretary to make the changes to the rule as directed by the Assistant Law Director in order that they vote on it at the next meeting.

Adjournment:

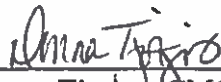
It was moved by Yost and seconded by Friedrich to adjourn the meeting.

MOTION CARRIED

Meeting adjourned at 6:50 P.M.



Chairman



Donna Tjotjo, OMC Deputy Clerk
Civil Service Recording Secretary

January 20, 2014
Date Approved