

CIVIL SERVICE COMMISSION

318 DORNEY PLAZA
MUNICIPAL BUILDING -ROOM 303
FINDLAY, OHIO 45840
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COMMISSIONERS
Thomas P. Kemp
Charles D. Clapper
Jeffrey E. Fort
Deidre Ramthun – Clerk

MINUTES OF THE FINDLAY CIVIL SERVICE COMMISSION August 5, 2020

The Civil Service Commission met on Wednesday, August 5, 2020, in Conference Room 1 located on the third floor of the Municipal Building. Those present at the meeting were Civil Service Commission members – Tom Kemp, Chuck Clapper, and Jeff Fort, and Deidre Ramthun, Clerk to the Commission; from the City of Findlay – Police Chief Robert Ring.

A. Approval of Minutes:

A motion was made by Chuck Clapper to approve the minutes from the June 24, 2020 meeting. Said motion was seconded by Jeff Fort, unanimously approved, motion carried and minutes adopted.

B. Deidre Ramthun reported the following:

Unfinished Business:

1. A request was received on June 24, 2020 from Safety Director Paul Schmelzer for certification of names from the Police Chief eligible list for the vacant Captain position in the Police Department. Two names were certified on June 24, 2020.

Lieutenant Ryan Doe informed the Promotion Board during his interview that he was not interested in accepting the Captain position if a promotion was offered.

Lieutenant James Mathias was promoted to the vacant Captain position. His Swearing In Ceremony will be held on August 10, 2020 at 9:00 a.m.

New Business:

1. A request was received on June 24, 2020 from Safety Director Paul Schmelzer for certification of names from the eligible list for Fire Captain. Four names were certified on June 24, 2020.

Gary Clevidence was promoted to the rank of Fire Captain on July 21, 2020.

2. A request was received on July 2, 2020 from Safety Director Paul Schmelzer to schedule a promotional examination for Police Lieutenant. The Letter of Intent filing deadline was July 30, 2020. Eight Sergeants filed Letters of Intent. The test will be administered on October 29, 2020 at 10:00 a.m. in Conference Room 1 located on the third floor of the Municipal Building. The Commission directed

Deidre Ramthun to contact Clancy and Associates to request that they avoid double negative questions on the promotional examination and include more straight forward questions from the study reference material list. The Commission stated that the questions are better but there is room for improvement.

3. A request was received on July 7, 2020 from Service Director Brian Thomas for certification of names from the Water Meter Reader eligible list to fill one vacancy. Ten names were certified on July 7, 2020.

A request was received on July 9, 2020 from Service Director Brian Thomas for certification of one name to replace Ira Mansfield who exercised his waiver right. One additional name was certified on July 9, 2020.

Beach Veach was appointed to the Water Meter Reader position effective August 3, 2020.

4. A request was received on July 21, 2020 from Safety Director Paul Schmelzer for certification of names from the eligible list for Firefighter for two vacancies. Eleven names were certified on July 21, 2020.
5. A request was received on August 4, 2020 from Safety Director Paul Schmelzer for certification of names from the Police Officer eligible list for four vacancies due to retirement or pending retirements. There are only twelve names remaining on the eligible list.
6. Termination of City of Findlay classified employees during their probationary period:
 - a. Gavin Wilson, Utility Grounds Maintenance Worker, Water Pollution Control, effective June 29, 2020.
 - b. Donald J. King V, Water Meter Reader, Utility Billing, effective July 1, 2020.

C. Discussion was held on the following:

1. The Year-to-Date Budget Report was reviewed.

D. Action Items: There were no action items.

The next meeting of the Civil Service Commission will be held at 11:30 a.m. on Wednesday, September 16, 2020, in Conference Room 1 located on the third floor of the Municipal Building.

There being no further business to come before the Commission, a motion to adjourn was made by Chuck Clapper and seconded by Jeff Fort. Motion carried.

Respectfully submitted,



Deidre Ramthun
Clerk

Copies to: Commission Members

Mayor Christina Muryn
Paul Schmelzer, Director of Safety, City of Findlay
Brian Thomas, Director of Service/Acting Engineer, City of Findlay
Don Rasmussen, Law Director, City of Findlay
Don Essex, Human Resources Director, City of Findlay
Police Chief Robert Ring, City of Findlay
Doug Marshall, President, OPBA, City of Findlay
Fire Chief Joshua Eberle, City of Findlay
Matt Cooper, President, IAFF Local 381, City of Findlay
Troy Roth, Superintendent, Findlay City Schools
Debi Ward, Human Resources Secretary, Findlay City Schools
Dennis Doolittle, Facilities Director, Findlay City Schools
Nichole Conley, President of Custodian Union, Findlay City Schools