

CIVIL SERVICE COMMISSION

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COMMISSIONERS
Charles D. Clapper
John T. Urbanski
Thomas P. Kemp
Deidre Ramthun – Clerk

MINUTES OF THE FINDLAY CIVIL SERVICE COMMISSION **January 4, 2017**

The Civil Service Commission met on Wednesday, January 4, 2017, 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 John Urbanski; Deidre Ramthun, Clerk to the Commission; Mayor Lydia Mihalik; Don Rasmussen, City Law Director; Fire Chief Joshua Eberle; and Matt Cooper, President IAFF Local 381.

A. Approval of Minutes:

A motion was made by Chuck Clapper that the minutes from the December 14, 2016 meeting be approved as circulated. Said motion was seconded by Tom Kemp, unanimously approved, motion carried, and minutes adopted.

B. Deidre Ramthun reported the following:

Unfinished Business:

1. Current firefighter list and certification of names – Discussion held regarding entry level testing for firefighter. Don Rasmussen stated that he thinks there needs to be a change made in the testing for entry level firefighters. He suggested a written test, a physical agility test, and an interview be administered as part of the examination. Points would be assessed for all three portions of the test.

The Commission requested that Don Rasmussen review, and, if necessary, revise the Civil Service Rules and Regulations to reflect the changes suggested for testing for entry level firefighters.

New Business:

1. Election of Chairman for 2017 –

A motion was made by John Urbanski to nominate Chuck Clapper as the Chairman. Said motion was seconded by Tom Kemp, and the motion was unanimously carried. Chuck Clapper was elected as Chairman of the Civil Service Commission for 2017.

2. A request was received on December 20, 2016 from Service-Safety Director Paul Schmelzer to schedule a promotional test for Fire Captain.

3. A request was received on December 29, 2016 from Dustin Kindle for reinstatement to the police officer eligible list. Following brief discussion, a motion was made by John Urbanski to reinstate Mr. Kindle to the police officer eligible list. Said motion was seconded by Chuck Clapper, and the motion was unanimously approved.
4. Deidre Ramthun will contact Clancy and Associates once a formal request is received from Service-Safety Director Schmelzer to schedule promotional testing for the Police Department.
5. The Commission directed Deidre Ramthun to ask Findlay City Schools to provide their opinion of the electronic Civil Service Application by the next Civil Service meeting.

C. Discussion was held on the following:

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

D. Action Items: None

The next meeting of the Civil Service Commission will be held on Wednesday, January 25, 2017, at 11:30 a.m. in Conference Room 1.

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

Respectfully submitted,



Deidre Ramthun
Clerk

Copies to: Commission Members

Mayor Lydia Mihalik
Paul Schmelzer, Service-Safety Director, City of Findlay
Don Rasmussen, Law Director, City of Findlay
Don Essex, Human Resources Director, City of Findlay
Acting Police Chief Sean Young, 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
Edward Kurt, Superintendent, Findlay City Schools
Troy Roth, Assistant Superintendent, Findlay City Schools
Debi Ward, Human Resources Secretary, Findlay City Schools
Dennis McPheron, Facilities Director, Findlay City Schools
Gary Brondes, President of Custodian Union, Findlay City Schools