

CIVIL SERVICE COMMISSION

318 DORNEY PLAZA
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COMMISSIONERS

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

MINUTES OF THE FINDLAY CIVIL SERVICE COMMISSION

August 1, 2018

The Civil Service Commission met on Wednesday, August 1, 2018, in Conference Room 1 located on the third floor of the Municipal Building. Those present at the meeting were Civil Service Commission members – Chuck Clapper, John Urbanski, and Tom Kemp; and Deidre Ramthun, Clerk to the Commission; from the City of Findlay – Don Essex, Human Resources Director, and Fire Chief Joshua Eberle.

A. Approval of Minutes:

A motion was made by John Urbanski that the minutes from the July 11, 2018 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. The written portion of the entry level Firefighter examination was administered on July 17, 2018 with the following results:

64 – Applications filed
10 – No shows
54 – Tested
24 – Did not pass
30 – Passed

The physical agility portion of the test will be administered on August 25, 2018 at 8:00 a.m. in the Municipal Building. All 30 candidates will be invited to participate in the physical agility test.

2. Further discussion was held regarding the classification of the appointed/classified positions presented on a list from Don Essex, Human Resources Director for the City of Findlay, and testing of those positions.

New Business:

1. A request was received on July 23, 2018 from Police Chief John Dunbar to administer a probationary Police Officer examination to Officer Kyle Plumley. Officer Plumley passed the exam on July 24, 2018.

2. A request was received from Fire Chief Joshua Eberle to administer probationary Firefighter examinations to Firefighters Clayton Cooper and Brandon Craft. Probationary tests have been scheduled for August 13, 2018 at 10:00 a.m. and August 14, 2018 at 2:30 p.m.
 3. The City of Findlay Employee Communication Report received from the Administration was presented to the Commission for their information only.
- 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 on Wednesday, September 5, 2018, 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 John Urbanski and seconded by Tom Kemp. Motion carried.

Respectfully submitted,



Deidre Ramthun
Clerk

Copies to: Commission Members

Mayor Lydia Mihalik
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 John Dunbar, 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
Nichole Conley, President of Custodian Union, Findlay City Schools