

MINUTES OF THE
CIVIL SERVICE COMMISSION MEETING
Public Works Conference Room
Thursday, May 21, 2015

Attendance: Scott Orille, Chairman
Jeffrey Coughlin, Vice Chairman
Timothy Maloney, Secretary

Valerie Rosmarin, Clerk

Also in attendance: HR Director DeTillo and Fire Chief Huerner

The meeting commenced at 6:00 p.m.

1. Police Department

- Entry Level Patrolman

The Clerk reported that candidate Alex Heier requested to be removed from the certified eligibility list. Chief Streator requested the Civil Service Commission forward to him the application of the next eligible candidate.

Motion: Secretary Maloney made a motion to remove candidate Alex Heier from the certified eligibility list for patrolman. The motion was seconded by Chairman Orille.

Vote: 3-0

Motion: Secretary Maloney made a motion to certify the revised eligibility list and to forward to Chief Streator the application of the next candidate on the list, Kyle Schultz. The motion was seconded by Chairman Orille. **Vote:** 3-0.

2. Fire Department

- Firefighter/Paramedic

Chief Huerner requested the Civil Service Commission approve the appointment of Daniel Root as Firefighter/Paramedic. Mr. Root successfully completed all tests and evaluations in the interview process and will be sworn in at the Council meeting on May 26th.

Motion: Chairman Orille made a motion to certify the appointment of Daniel Root to the position of Firefighter/Paramedic in the classified service of the City of Avon Lake. The motion was seconded by Secretary Maloney. **Vote:** 3-0.

Action: The Civil Service Commission endorsed the Certificate of Appointment. A copy will be forwarded to Mr. Root.

Chief Huerner requested the Civil Service Commission remove Thomas Kus and Christopher Kovach from the eligibility list as per Civil Service Rule 13 Section D. The interview panel rates every candidate. Messrs. Kus and Kovach received low scores from the interview and with the appointment of Daniel Root, they have been passed over three times. Therefore, Chief Huerner asked the Civil Service Commission to forward to him the applications of the next three candidates on the eligibility list.

Motion: Chairman Orille made a motion to remove from the certified eligibility list candidates Thomas Kus and Christopher Kovach. The motion was seconded by Vice Chairman Coughlin. **Vote:** 3-0.

Action: The Clerk will advise Mr. Kus and Mr. Kovach that they were removed from the eligibility list as per Civil Service Rule 13 Section D.

Motion: Vice Chairman Coughlin made a motion to forward the applications of Brandon Sposit, Brian Wood, and Kyle Urig to Chief Huerner. The motion was seconded by Chairman Orille. **Vote:** 3-0.

- Assistant Fire Chief

The Clerk reported that the Civil Service Commission received three letters of interest for the Assistant Fire Chief promotional. The written exam is scheduled for Wednesday, July 8th. The Assessment Center will be in mid-August.

3. Budget

The Clerk reported that legislation will be presented to Council on May 26, 2015 approving an increase to the Civil Service Commission's budget in the amount of \$15,000.

Meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Valerie Rosmarin, Clerk

