

MINUTES OF THE
CIVIL SERVICE COMMISSION MEETING
Public Works Conference Room
Thursday, May 27, 2015

Attendance: Scott Orille, Chairman
Timothy Maloney, Secretary

Valerie Rosmarin, Clerk

Absent: Jeffrey Coughlin, Vice Chairman

Also in attendance: HR Director DeTillo and Captain Jeff Moore

The meeting commenced at 6:00 p.m.

1. Firefighter/Paramedic - Fire Department

The Clerk reported that Daniel Root declined the job offer extended to him. The Civil Service Commission appointed Mr. Root to the position on May 21, 2015 subject to the approval of Council scheduled for May 25, 2015.

Captain Moore reported that due to the work schedule and family responsibilities, Mr. Root cannot accept the appointment at this time. In addition, he would receive a reduction in pay. Mr. Root requested to remain on the eligibility list in the event circumstances in the salary or his family obligations change in a future appointment.

HR Director DeTillio stated that Chief Huerner recommended to the HR Committee of Council to standardize the starting salary or level of step based on the experience of the candidate. Past methods of steps were indiscriminant. It is preferred to have personnel experienced on every shift to offset the inexperienced hires. However, with the turnover in the Fire Department being higher than usual, some shifts will have two inexperienced firefighter/paramedics. Standardize steps will allow the chief to offer a higher salary to experience candidates.

Captain Moore stated that a conditional offer of employment was extended to Clayton Khoma. Based on Mr. Root's decline and Mr. Khoma's offer, two additional applications should be forwarded to Chief Huerner. However, Chief Huerner asked if the Civil Service Commission would forward an extra one since there will be another appointment in July to fill.

Motion: Chairman Orille made a motion to forward the applications of Steven Accord, Jonathan Lakatos, and Joshua Clark to Chief Huerner. The motion was seconded by Secretary Maloney. **Vote:** 2-0.

Motion: Chairman Orille made a motion to retain Daniel Root in his current position on the certified eligibility list. The motion was seconded by Secretary Maloney. **Vote:** 2-0.

2. Leave of Absence - Police Department

The Commission approved a leave of absence of Patrolman Susan Stevens for a period of one year (October 4, 2013 to October 3, 2014) and one 90 day extension. The extension expired on January 2, 2015. Thereafter, Patrolman Stevens applied for disability retirement. Since Patrolman Stevens was not on the city's payroll for a period of 12 months, her application was denied. Legal counsel for the Ohio Police and Fire Pension Fund contacted HR Director DeTillo. If the City reinstated Patrolman Stevens to the payroll, she could apply for disability retirement. Upon her leave, she received a lump sum payment for unused vacation time, which has not been cashed. The Pension Fund proposed to have Patrolman Steven return the check and have the city reissue a check for the unused vacation time. That onetime payment would reinstate her to the city's payroll.

HR Director DeTillo informed the Civil Service Commission that he consulted with Clemens Nelson, a labor and human resource management firm. Upon the entry of a memorandum of understanding, the Mayor could rescind his denial of Patrolman Stevens request for an additional leave of absence, grant two additional leaves of absence, and reinstate her to the city's payroll. (Attached – Memorandum of Understanding).

In response to the Civil Service Commission, HR Director DeTillo stated that Law Director Lieberman ruled that the Mayor could legally rescind his denial and retroactively approve two additional leaves of absence. The Mayor has requested the Civil Service Commission approve two additional leaves of absence.

Motion: Chairman Orille made a motion to approve the two 90 day leaves of absence which were extended by Mayor Zilka and will continue until July 1, 2015. The motion was seconded by Secretary Maloney. **Vote:** 2-0.

Meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Valerie Rosmarin, Clerk

