

MINUTES OF THE REGULAR MEETING
OF THE CIVIL SERVICE COMMISSION
JUNE 2, 2025

The regular meeting of the Civil Service Commission was called to order on June 2, 2025, at 4:05 p.m. in the Council Chamber, with Chairman Polinko presiding.

Present: Chairman John Polinko, Vice-Chairman Richard Tayek, Secretary William Albrecht, and Clerk Valerie Rosmarin.

Also Present: Mayor Mark Spaetzel and Police Chief Caleb Robinson.

1. Approval of Minutes

Approval of minutes was postponed until the next meeting.

2. Police Department

- Entry Level Police Officer Exam Update

Clerk Rosmarin informed the Commission that 11 applications had been received for the exam. She did not consider the number of applications low since there were two more weeks left for candidates to file applications. The number of applications could potentially double in the final week. The exam was advertised in *West Life* for three weeks and 30 days on Cleveland.com. It was also posted on Indeed.com, at local Police Academies, and on the City's social media sites.

- Lateral Entry Police Officer Exam/Rule 14, Section C

The Commission discussed amendments to Rule 14, Section C, proposed by former Police Chief Molnar prior to his retirement. Chairman Polinko stated that he did not have concerns with the proposed changes. He was awaiting a response from Attorney Dave Matty, who helped write the rule.

Police Chief Robinson presented a scoring system for lateral-entry candidates. The system's goal is to objectively score candidates based on various factors, such as years of service, specialized training, and rank. The Commission discussed the need to clarify whether the longevity points would be based on total years of service or time in the current department, given the reality of "department hopping."

The Commission also discussed the relevance of older certifications and specialized training, suggesting that more recent experience should carry greater weight. It was noted that for the lateral entries already hired, the average years of service varied, with the first two having over 10 years of experience and the most recent hire having less than 5 years.

The Commission decided to forward the proposed scoring system and rule change to Attorney Matty for review. The timing to implement these changes was discussed, with the understanding that the earliest opportunity for approval would be in late August or September.

3. Public Works Department

- Laborer Exam Update

Clerk Rosmarin reported that there were eight applicants for the Laborer exam. The final advertisement was scheduled to run in *West Life* for the last time on June 4, 2025. The last date to file applications is June 13, 2025. She noted that the position had not been posted on Cleveland.com, as word-of-mouth typically generates sufficient interest. Also, the exam had been posted on free websites, and employees had been asked to recommend potential candidates.

- Engineering Technical Aide I (ETA I) Exam Update

Clerk Rosmarin reported that there was only one applicant for the ETA I position. The position had been advertised on Cleveland.com to reach a broader audience, in addition to *West Life* and free websites. The Commission discussed potential strategies to attract more candidates, including outreach to engineering programs at local universities, though it was noted that the position requires someone with experience rather than a recent graduate.

The Commission considered extending the application period and exploring additional advertising options. Clerk Rosmarin mentioned that in previous years, this position typically attracted fewer than 10 applicants.

Motion: Chairman Polinko moved to extend the exam advertisement for the Public Works Department Engineering Technical Aide I Exam, which was currently set to expire on June 13, 2025, for an additional 30 days. Seconded by Secretary Albrecht. Motion passed 3-0.

The meeting adjourned at 4:26 p.m.

/s/ Valerie E. Rosmarin

Valerie E. Rosmarin, Civil Service Clerk

