



CIVIL SERVICE COMMISSION

Donald Spera, Chairman

Thomas Cornhoff, Member

Paul Nees, Member

CIVIL SERVICE COMMISSION MINUTES THURSDAY, MARCH 16, 2017

ATTENDEES:

Present Members: Don Spera, Tom Cornhoff, Paul Nees, Secretary Sandy Panczyk;
Asst Police Chief Bob Gonsiewski, Fire Chief Tim Morgan, HR Director Kolette Woloszynek
Also in attendance: Leonard Taylor

CALL TO ORDER: Chairman Spera called the meeting to order at 8:06 AM in Council Chambers.

APPROVAL OF MINUTES:

Mr. Spera asked if the members had reviewed the minutes from the meeting of January 12, 2017. Mr. Spera asked for a motion to approve the minutes.

MOTION: Mr. Cornhoff moved to approve the minutes of January 12, 2017 as presented. Mr. Nees seconded the motion. **Motion passed 3-0.**

PUBLIC PARTICIPATION:

There was no public participation.

OLD BUSINESS:

HR Director Kolette Woloszynek gave an update on the Firefighter Exam. The position was advertised on the city website, the Plain Dealer, and the National Minority Update. To date, 31 applications have been received. Applications will be accepted through Friday. The only application issue has been persons who have passed their certification but have yet to receive their cards. Kolette was able to access the website to confirm certification. The test will be given on Saturday, March 18 at 10:00 am. Commission members should be there at 9:00 am.

Mr. Cornhoff asked Chief Morgan if there was a reason for so few applicants. Chief Morgan had no definite explanation. He stated applications were down at other cities as well. One possible explanation could be that we require both firefighter and paramedic certifications. Some cities do not require any certification. Also, the first group is through the drop process and that may have drained the available pool of candidates.

AC Gonsiewski gave an update on the Dispatcher and Police exams. Dispatcher exam will be given on April 21, 2017. The Police exam will be given on May 21, 2017. An agility test will be given for the police exam on the morning of the exam. Those passing may take the examination that afternoon. All candidates must take our agility test. The reasons for giving our own agility exam are lower cost to the participants and being able to use OPATA standards instead of TRI-C standards. The Police Department is actively recruiting candidates at job fairs and local police academies.

Our new hires are all doing well. Two are at the Academy and two are in FTO.

NEW BUSINESS:

There was no new business.

MISCELLANEOUS:

Chairman Don Spera gave a heart-felt goodbye to the Commission. All thanked him for his 12 years of service to the Civil Service Commission.

MOTION: Mr. Spera moved to appoint Tom Cornhoff as Chairman of the Commission. Mr. Nees seconded. Motion passed unanimously.

SCHEDULE NEXT MEETING DATE:

The next meeting is scheduled for April 6, 2017.

ADJOURNMENT:

The meeting was adjourned at 8:20 am.

Tom Cornhoff, Chairman

Sandy Panczyk, Secretary