

**MINUTES
CIVIL SERVICE MEETING
THURSDAY, JULY 10, 2008**

The Civil Service Commission met at 6:30 p.m. in the Municipal Government Complex Commission Chambers, located on the second floor at 201 W. Water Street.

Those present were Bruce Hogston, Mike Gutmann, Clayton Brown, and Alissa Blankenship. Members Absent: Dave Vollette Also present were Elaine Barton, Human Resources Director, Gary Connell, Fire Chief, and Wayne Willcox, Police Chief.

Meeting called to order by Clayton Brown, Chairman.

REGULAR CIVIL SERVICE MEETING

Minutes of May 7, 2008

Bruce Hogston moved to accept the minutes of May 7, 2008 and Alissa Blankenship seconded the motion. All members were in favor and motion carried unanimously.

Extension of Eligibility List

Mike Gutmann asked for clarification regarding the extension of the lists. Elaine Barton explained that the lists were certified for a one year period but according to the rules, could be extended for one year. Mr. Gutmann made a motion to extend both lists (police officer and firefighter) for one year and Bruce Hogston seconded the motion. All members were in favor and motion carried unanimously.

School Board Rules

Clayton Brown asked if we currently receive a School Board eligibility list. Elaine said that she would follow up on this request with Tim Reed.

The rule changes requested at the meeting on May 7, 2008 were as follows:

Tim Reed, Piqua City School Business Coordinator, requested the board to change the language in Rule III, Section 2 (c) of the Piqua City School's Rules. He requested the title of Administrative Assistant be changed to Business Coordinator.

Mr. Reed also asked that Rule III, Section 2 (d) the position of Secretary be changed to Payroll Clerk. Also, in Rule III, Section 2 (i), the Food Service Secretary will assume human resources and civil service responsibilities. The Business Coordinator would no longer handle this.

Alissa Blankenship had pointed out that Rule II Sec 1(A) stated the civil service commission consists of 3 members and it needed updated to five.

All of the above changes were integrated into the School Board Rules. Bruce Hogston made a motion to accept the new rules as presented. Alissa Blankenship seconded. All members were in favor and motion carried unanimously.

OTHER BUSINESS

Bruce Hogston asked about endorsing the changes to the Civil Service Rules with regard to military credit. Elaine said that the legal opinion was that this board does not have jurisdiction to recommend a charter amendment.

The chiefs were questioned about the need for an entry-level test. The Police Chief said that there was one opening that he knew of and there was possibly going to be one more. The Fire Chief knew of one retirement.

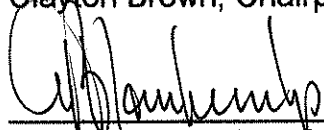
Clayton Brown made a motion to adjourn and Mike Gutmann seconded.

APPROVED: 9-16-08
Date

PIQUA CIVIL SERVICE COMMISSION



Clayton Brown, Chairperson



Alissa Blankenship, Secretary



Bruce Hogston, Member



Michael Gutmann, Member

David Vollette, Member