

**MINUTES
CIVIL SERVICE COMMISSION MEETING
THURSDAY, APRIL 23, 2009**

The Civil Service Commission met at 5:00 p.m., on April 23, 2009, in the Municipal Government Complex Commission Chambers, second floor, 201 W. Water Street, Piqua, Ohio.

Members present were Alissa Blankenship, Clayton Brown, Mike Gutmann, Bruce Hogston, and Dave Vollette. Also present were Elaine Barton, Human Resources Director, Fred Enderle, City Manager, Police Chief Bruce Jamison, Assistant Fire Chief Mike Rindler, and firefighters Bill Hogston and Robert Bloom.

Meeting called to order by Clayton Brown, Chairman.

REGULAR CIVIL SERVICE MEETING

Approval of Minutes

Mike Gutmann asked that corrections be made to the February 11, 2009 meeting minutes. He suggested that the word "greater" be inserted on page two, paragraph 9 to read, "Dave said it would create **more greater** objectivity". Mr. Gutmann also requested that in the next paragraph the sentence should read, "Alissa and Mike said they didn't feel as if the **decision** was going against the rules". The corrections were made and Clayton Brown made a motion to accept the revised minutes, Alissa Blankenship seconded the motion. All members were in favor and motion carried unanimously.

Promotional Testing for Fire Chief

Elaine Barton stated that on April 14, 2009 a written test for Fire Chief was administered to two individuals. On April 15th she was advised by Brian Kitzman of Stanard that one person scored just below 70, which disqualifies him per the Civil Service Rules. The assessment was cancelled, as only one candidate was eligible to participate. The decision of how to proceed with the process is now up to the Civil Service Commission.

Clayton Brown asked for the results to be revealed, but Bruce Hogston stated that he thought that they should discuss how they should proceed before revealing the scores. Bruce Hogston said that the Assistant Chiefs or the Captains could file a grievance. He said that it was a competitive test, but only half of the test was given [written portion but not the assessment].

Elaine Barton said that the Commissioners had the option to declare that the promotional process was not competitive and move forward with a brand new test. Discussion followed whether the individual who passed would be allowed to take the new test. Fred Enderle said the Commissioners could leave the option up to the person who passed, to retest in an effort to improve his score.

Discussion

Bruce Hogston stated that three people were eligible to take the promotional exam for Chief, but only two tested because one was not interested in being promoted to Chief.

Fred stated that only fifty percent of the test was done and the Commissioners should retest for the position of Fire Chief.

Clayton Brown read from the civil service rules and said that two people have to take the test for it to be competitive. Anyone that doesn't pass isn't eligible to retest for six months.

Alissa Blankenship said that she felt that a decision on how to proceed needed to be made first, so the decision isn't clouded by a particular person.

Dave Vollette said that the hang up is that only half the test was given.

Mike Gutmann stated that the promotion was to be based on the written portion and the assessment.

Bruce Hogston said that it was not done that way last time. Fred Enderle said that you couldn't base your decision on how it was done the last time as the Civil Service rules may have changed.

Bill Hogston, Union President, stated that the previous chief was the one that didn't pass and he was permitted to take the test again. There wasn't an assessment. Bill stated that the union wouldn't file a grievance if the Commissioners certify the list upon revealing the results. Bob Bloom agreed, and stated that they (the union) were comfortable with certifying the list with only one name.

Alissa Blankenship asked if they (the union) would be comfortable if the decision was to start the process over. Bill Hogston answered that he would have to look things over. Bill stated that that the outcome could be the same if 5 people took the test, and only 1 passed. Bill Hogston again stated that if the list were certified tonight, the union would not file a grievance.

Mike Rindler addressed the commission asking if he could challenge the questions. Elaine Barton said that the rules stated questions/answers could be challenged based on clerical errors. Brian Kitzman said that he checked the scores/answers three times.

Bruce Hogston stated that he sees no reason to spend more money.

Clayton Brown asked if anyone wanted to make a motion on how to proceed.

Dave Vollette asked if this means that the person who didn't pass cannot go any further. Fred answered that the only person who could waive that provision in the rules is the civil service commission.

Bruce Hogston made a motion to certify the list with only the name of the individual who scored above 70% and to stop the process. Dave Vollette seconded. Clayton Brown asked if there was any further discussion.

Mike Gutmann asked if this motion was approved, who could potentially file a grievance. Clayton Brown said that his interpretation is that the rules were not followed before.

The motion to certify the list (with only the name of the individual who passed the test appearing) was voted on with Mr. Gutmann, Mr. Hogston, and Mr. Vollette voting "aye" and Mr. Brown, and Ms. Blankenship voting "nay". The motion passed 3 to 2.

The envelope containing the identifying numbers of the candidates who took the written test were opened by Chairman Brown and matched with the scores received from Stanard. Candidate number one was Mike Peltier, with a score of 71. Mike Rindler was candidate number two and scored 69.

Mike Rindler stated that he would like clarification on whether he could challenge a question. Clayton Brown stated that an appeal had to be made within five days.

Bill Hogston asked if the list was certified and Clayton Brown acknowledged that it would be certified by the time the meeting was over.

Entry Level Testing Date

The Civil Service Commission approved the testing date of June 6, 2009 for entry-level police officers and firefighter/paramedics. The test will be given at Upper Valley JVS. The registration will begin at 9:00 a.m. and the test will begin at 10:00 a.m. A non-refundable application fee will be collected at the time the person submits the application. Alissa Blankenship agreed to be there to represent the Civil Service Commission.

OTHER BUSINESS

Clayton Brown asked if there was any other business. Bill Hogston stated that with the promotion of chief, there would be a need for other promotional testing.

Fred Enderle stated that there was a meeting scheduled next week with the Fire Department about reorganization.

The next meeting date was set for June 11th to review scores from the test of June 6th.

The eligibility list for Fire Chief was presented to the Civil Service Commission with only the name of Michael Peltier appearing on the list. The Civil Service Commission certified the list.

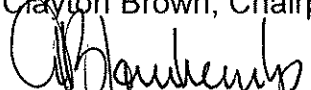
Mike Gutmann made a motion to adjourn the meeting and Dave Vollette seconded. The meeting adjourned at 5:55 p.m.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 6-11-09



Clayton Brown, Chairperson



Alissa Blankenship, Secretary



Bruce Hogston, Member

Michael Gutmann, Member


David Vollette, Member