

**MINUTES
CIVIL SERVICE MEETING
Tuesday, October 6, 2009**

The Civil Service Commission met at 5:00 p.m. in the Municipal Government Complex "Triangle" Conference Room, second floor, 201 W. Water Street, Piqua, Ohio. Meeting was called to order by Clayton Brown, Chairman.

Those present were Clayton Brown, Alissa Blankenship, Mike Gutmann, Bruce Hogston, and Dave Vollette. Members absent: none. Also present from City of Piqua administration were Elaine Barton, Human Resources Director, and Bruce Jamison, Police Chief.

REGULAR CIVIL SERVICE MEETING

Minutes from September 29, 2009

Bruce Hogston made a motion to accept the minutes of September 29, 2009 and Alissa Blankenship seconded. Motion passed unanimously.

Adoption of Civil Service Rules

Mike Gutmann asked if the 70% (minimum passing score) pertained only to the written examination. Elaine Barton confirmed that the minimum passing score applied on to the written examination. Bruce Hogston stated that the 70% would still apply to the Chief's (Fire and Police) position as a cumulative score. Clayton Brown indicated that they wanted to confirm that the changes were made as they had intended. Elaine Barton confirmed that the changes were made to Sections 191.05 and 191.07. Bruce Hogston thought that the new language with regard to the Chief's position could make things worse due to the cumulative score of 70%. Clayton Brown indicated that the Commission would know soon whether that was a problem (due to the upcoming Fire Chief exam). Alissa Blankenship stated that she didn't know a better way at this point. Alissa Blankenship made a motion that the rules be approved with the changes made to sections 191.05 and 191.07, Mike Gutmann seconded the motion. The motion passed unanimously. Elaine Barton announced that the Fire Chief written examination would be held on Wednesday, October 14th beginning at 10:30 a.m. in the Commission Chambers. Clayton Brown stated that he would check his schedule to determine whether he would be able to attend. Mike Gutmann indicated that he would be the "back-up" if Clayton were unavailable. The assessment center for Fire Chief will be held on Tuesday, October 20th beginning with the training of assessors at 8:00 a.m. Alissa Blankenship stated that she would be able to observe the assessment process.

OTHER BUSINESS

Elaine Barton distributed an outline of the civil service rules to the members as well as a copy of Chapter 64 of the Piqua City Charter.

Discussion took place among the members regarding seniority points. Bill Hogston, Fire union president, asked if seniority points would be taken into consideration on the Fire Chief's test. Clayton Brown asked if there was anything in the rules with regard to seniority. Mike Gutmann asked if the rules did not address the issue, do we follow ORC? Mike Gutmann asked what the scale was for determining seniority points. Bill Hogston stated that one point is awarded for each year up to four with six tenths of a point for each year of the next ten years of service. Bruce Jamison indicated that since Piqua was a charter city that we follow the civil service rules. Bill Hogston indicated that the union contract covers the promotions of the Captains and Assistant Chiefs which addresses the addition of seniority points. However, this is the first promotional exam since the conciliator made his ruling and the Chief's position was not covered by the contract. The Civil Service Commission asked that a legal opinion be requested of Stacy Wall, Law Director. Elaine Barton will ask for that opinion. Dave Vollette asked if seniority is valid if there is a tie?

Bruce Jamison indicated that seniority points with regard to ties is addressed in Section 191.07 of the civil service rules.

Bill Hogston asked what the make up of the panel for the assessment center for Assistant Chief and Captains would be. Elaine Barton stated that the panel for those positions would consist of three chiefs. The panel for the Fire Chief assessment will consist of three chiefs as well as the City Manager and the Police Chief.

Discussion was held with regard to addressing the rules in their entirety. The Commission will set aside another date to discuss the rules after they have had an opportunity to review the outline provided.

The next meeting was scheduled for Thursday, October 22nd at 5:00 PM to establish the eligibility list for the position of Fire Chief.

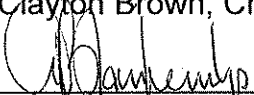
Mike Gutmann moved to adjourn the meeting and Alissa Blankenship seconded. Meeting adjourned at 5:35 p.m.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 10-22-09



Clayton Brown, Chairperson



Alissa Blankenship, Secretary



Bruce Hogston, Member



Michael Gutmann, Member



David Vollette, Member