

**MINUTES
CIVIL SERVICE MEETING
Tuesday, December 15, 2009**

The Civil Service Commission met at 4:30 p.m. in the Municipal Government Complex Administration Conference Room, second floor, 201 W. Water Street, Piqua, Ohio.

Those present were Clayton Brown, Bruce Hogston, Mike Gutmann, Alissa Blankenship, and Dave Vollette. Commission Members absent: None. Also present from City of Piqua administration were Elaine Barton, Human Resources Director, Fred Enderle, City Manager, Bruce Jamison, Police Chief, and Mike Rindler, Fire Chief. There was also a representative from the fire union and candidates who took the test. In addition, Jeff Price from the school system was present.

REGULAR CIVIL SERVICE MEETING

Minutes from November 11, 2009

Bruce Hogston made a motion to accept the minutes of November 11, 2009 and Mike Gutmann seconded. The motion passed unanimously.

School Board Changes

Jeff Price, Treasurer - Piqua City Schools, requested that two positions be reclassified from classified to unclassified positions. Reclassifying positions has to be approved by the civil service commission under Rule 3 Section 2 Paragraph D of the Civil Service rules. The positions include the Financial Clerk and the Budgetary Clerk.

Some questions posed to Mr. Price were: Are the people in these positions presently in favor of these changes? Did they take a civil service test to obtain the position? How are they currently paid? Jeff Price said the Financial Clerk is in favor of the change and the Budgetary Clerk is currently vacant. He said that the Financial Clerk did not take a civil service test, as she was in the position before the civil service rules were established. Bruce Hogston challenged this statement. Mr. Price also said that the positions are not salaried positions and are paid for 40 hours per week.

Dave Vollette made a motion to reclassify the Financial Clerk to unclassified and Mike Gutmann seconded the motion. All members voted in favor except Bruce Hogston who voted Nay. The motion passed 4-1.

A motion was made by Dave Vollette to reclassify the Budgetary Clerk to unclassified and seconded by Mike Gutmann. Alissa Blankenship, Mike Gutmann, and Dave Vollette voted in favor and Bruce Hogston and Clayton Brown voted "Nay". The motion passed 3-2.

Jeff Price also requested that the "S10 Copy Center Position" be abolished because it is no longer used. Bruce Hogston made a motion to abolish the position and Mike Gutmann seconded the motion. Motion passed unanimously.

The Civil Service Commission requested more communication from the school system and Jeff Price indicated that he would send the Commission a complete list of the individual positions that fall under the Civil Service rules.

Eligibility list for Assistant Fire Chief

Elaine Barton distributed a spreadsheet listing the candidates who participated in the promotional exam for Assistant Fire Chief. Clayton Brown opened the envelope with the identifying numbers and Elaine indicated that candidate number one and candidate number 2 should each receive 10 seniority points. Candidate number one was identified as Vince Ashcraft and Candidate # 2 was identified as Brent Pohlschneider. Candidate number 2 had the highest combined score. It was noted that Candidate number 3 did not move on to the Assessment Center. An eligibility list was established for the position of Assistant Fire Chief with Brent Pohlschneider's name appearing first and Vince Ashcraft's name appearing second. The eligibility list for the position of Assistant Fire Chief was approved and signed by the Civil Service Commission.

Eligibility list for Fire Captain

The envelope containing the identifying numbers for the candidates for the position of Fire Captain was opened. The individuals who completed the promotional process were identified and received their seniority points as follows:

Candidate #	Name	Seniority Points
1	James Drieling	10
2	John Kendall	10
4	Bradley Weer	7.6
5	Timothy Risner	8.8
6	Chad Kennedy	7.6
9	James Stein	10
10	Robert Bloom	10

After the scores were revealed, matched with the candidates, and seniority points added, the eligibility list for the position of Captain was certified as follows (1) Chad Kennedy; (2) John Kendall; (3) Timothy Risner; (4) Robert Bloom; (5) James Drieling; (6) Bradley Weer; and (7) James Stein. The list was approved and signed by the commissioners.

Mike Gutmann asked if there were any comments from the candidates. Bob Bloom said that he thought it went well and Bill Hogston said that he had received positive feedback.

Date of Written Exam for Police Lieutenant

The date of the written exam for Police Lieutenant is January 13, 2010 at 3:00 PM. Clayton Brown will be observing.

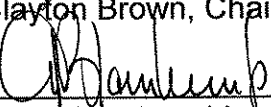
Mike Gutmann made a motion that the meeting be adjourned. Bruce Hogston seconded and the meeting adjourned at 5:30 PM.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 1/19/10



Clayton Brown, Chairperson



Alissa Blankenship, Secretary

Bruce Hogston, Member



Michael Gutmann, Member



David Vollette, Member