

**MINUTES
CIVIL SERVICE MEETING
Tuesday, January 19, 2010**

The Civil Service Commission met at 5:00 p.m. in the Municipal Government Complex Administration Conference Room, second floor, 201 W. Water Street, Piqua, Ohio.

Those present were Clayton Brown, Mike Gutmann, Alissa Blankenship, and Dave Vollette. Board Members absent: Bruce Hogston Also present from City of Piqua administration were Elaine Barton, Human Resources Director and Bruce Jamison, Police Chief.

REGULAR CIVIL SERVICE MEETING

Minutes from December 15, 2009

Dave Vollette made a motion to accept the minutes of December 15, 2009 and Mike Gutmann seconded. The motion passed unanimously.

Eligibility list for Police Lieutenant

Clayton Brown opened the envelopes matching the names with the identifying numbers for the candidates participating in the written promotional test for Lieutenant.

Top 6	Candidate #	Name
	7	Paula Craft
*	10	Philip Crusey
	9	Kevin O'Reilly
	12	Brian George
*	2	Jason Preston
	8	Steve Cantrell
*	6	William Weaver
*	4	Marcos Rodriguez
*	11	Jeremy Weber
	3	Dave Thomas
	1	Rick Beasley
	5	Kris Lee
*	13	Richard Byron

*designates top six candidates

The Civil Service Commission matched the candidates identifying number with their score and determined the six highest scores. The six candidates who scored the highest will participate in the assessment center and the interview process.

Interview Panel for Police Lieutenant

Elaine Barton distributed resumes for two citizens who expressed an interest in being appointed to the interview panel. Dwayne Thompson, Director of Curriculum and Instruction for Piqua Schools and Pastor Jack Chalk. As an alternative, she also said that Brian Hamilton would be a backup.

Fred Enderle, City Manager, appointed Amy Havenar, City Engineer, as the Department Head representative.

Mike Gutmann made a motion to appoint Dwayne Thompson, Pastor Chalk, and Amy Havenar to the interview panel and Alissa Blankenship seconded the motion. The motion passed unanimously.

Assessment Center

Brian Kitzman will train the assessors on January 26th and will conduct the assessments on the 26th and 27th. Clayton Brown will observe the training on the 26th, Mike Gutmann and Dave Vollette will split the day on the 27th, and Alissa Blankenship will observe the interviews on the 28th.

Piqua School Board Rules

Jeff Price, Piqua School Treasurer, sent a complete set of rules for the school system, which Elaine Barton distributed for the Board Members to review and sign. Several questions were raised about statements in the rules and whether they were being followed.

Clayton Brown moved to table the signing of the rules until an official from the school board could come back to a Civil Service Commission meeting and answer some questions. Alissa Blankenship seconded and the motion passed unanimously. Elaine Barton will make contact with the school system to invite a representative to the next meeting.

Next Meeting Date

The next Civil Service Commission meeting will be held on February 2nd at 5:00 pm. This meeting will be for the purpose of establishing an eligibility list for the position of police lieutenant.

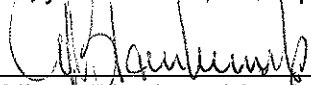
Mike Gutmann moved to adjourn the meeting at 5:35 PM and Dave Vollette seconded. Motion passed unanimously.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 2/2/2010



Clayton Brown, Chairperson



Alissa Blankenship, Secretary

Bruce Hogston, Member



Michael Gutmann, Member



David Vollette, Member