

MINUTES
CIVIL SERVICE COMMISSION MEETING
Tuesday, February 2, 2010

The Civil Service Commission met at 5:00 p.m. in the Municipal Government Complex Commission Chambers, 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, Bruce Jamison, Police Chief, Tom Christy, Deputy Police Chief, and Marty Grove, Deputy Police Chief.

REGULAR CIVIL SERVICE MEETING

Minutes from January 19, 2010

Mike Gutmann made a motion to accept the minutes of January 19, 2010 and Alissa Blankenship seconded. The motion to approve the minutes passed unanimously.

Review of School Board Rules

Four representatives from the Piqua School System attended the meeting to answer questions from the Civil Service Commission. Those in attendance were Rick Hanes, Brad Hall, Jeff Price, and Roger Ely.

Rick Hanes, School Superintendent, stated that the rules were the protocol for classified staff and the intent is to use the document at hand (civil service rules) for employment, promotion and separation of these covered employees. The rules that were established in 1982 include each position that is covered. The school representatives were not sure where the "short" version of the school rules came from. It was their assumption that the version from 1982 was the only version.

Clayton Brown stated that the following changes need to be made:

- Terms of Civil Service Board members are 3 years
- Civil Service Commissioners are appointed by the Piqua City Commission

The representatives from the school system were questioned about new hires, exams, and current eligibility lists. Brad Hall indicated that the last position filled by exam was a bus driver and three were hired for the 2008-2009 school year. Mr. Hall went on to indicate that Tim Reed had followed the rules and that the Civil Service Commission should have been notified. There is no current eligibility list.

A clarification was requested regarding Article XI, as the title refers to Temporary, Provisional, and Exceptional employees but does not define Temporary. It was explained that Temporary refers to both Provisional and Exceptional employees. Jeff Price stated that the school system uses a substitute list when someone calls in sick or quits/retires unexpectedly. Mike Gutmann suggested that they take a look at the heading as it may need to be changed. The heading should be Temporary Provisional, Temporary Exceptional.

Alissa Blankenship requested that the representatives from the school help the Civil Service Commissioners follow the Rules, which they acknowledged they would do.

Clayton Brown asked how the rules are relayed to the classified employees. The school representatives stated that the Rules are going to be included in their new handbook and they plan to display the Rules on their website.

Clayton Brown asked if the school system anticipates any openings where a current eligibility list will need to be established. The school representatives didn't know of any classified positions that they'll need to fill. They plan to fill a retired bus drivers position with a substitute until they can reorganize the routes.

Results from Assessment Center and Oral Interview for Police Lieutenant

Clayton Brown opened the envelopes matching the names with the identifying numbers for the candidates participating in the assessment center and oral interview for Police Lieutenant. They are as follows:

Rank	Candidate #	Name	Total Score
4	1	Philip Crusey	75.1771
1	2	Jason Preston	77.3452
6	6	William Weaver	72.0105
2	3	Marcos Rodriquez	75.4167
5	5	Jeremy Weber	73.9583
3	4	Richard Byron	75.2605

The total score was established by combining the weighted written score with the weighted scores from the assessment center and the oral interview. The eligibility list for the position of Police Lieutenant was established with the names in the rank order as listed above. The Civil Service Commissioners signed and approved the eligibility list.

Next Meeting

The next meeting date will be set when school rules have been amended. The current entry-level lists for Police and Fire expire in June and will also need to be extended at the next meeting.

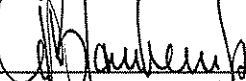
Dave Vollette made a motion to adjourn the meeting at 5:40 pm and Mike Gutmann seconded. The motion to adjourn passed unanimously.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 4/19/10



Clayton Brown, Chairperson



Alissa Blankenship, Secretary



Bruce Hogston, Member



Michael Gutmann, Member



David Vollette, Member