

**MINUTES
CIVIL SERVICE MEETING
Tuesday, June 29, 2010**

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

Board members present were Clayton Brown, Mike Gutmann, Alissa Blankenship, and Bruce Hogston. Board Members absent: Dave Vollette Also present from Piqua City School was Roger Ely and Brad Hall. From the City of Piqua administration were Elaine Barton, Human Resources Director and Bruce Jamison, Police Chief.

REGULAR CIVIL SERVICE MEETING

Minutes from April 19, 2010

Bruce Hogston made a motion to accept the minutes of April 19, 2010 and Alissa Blankenship seconded the motion. The Motion to approve the minutes passed unanimously.

Eligibility List for Entry Level Cook & Head Cook for School System

The Piqua City School presented the list to the Civil Service Commissioners for an Entry Level Cook and for a Head Cook.

Bruce Hogston made a motion to accept the list and Mike Gutmann seconded. The Motion to approve the list passed unanimously.

Eligibility List for BC-2 Custodial Position for School System

The Piqua City School presented the list to the Civil Service Commissioners for a Custodial position.

There were 14 applicants of whom 9 passed with a score of 70 or above. Two applicants had military points added in addition.

Mike Gutmann made a motion to accept the list and Alissa Blankenship seconded. The Motion to approve the list passed unanimously.

Eligibility list for S-6 Secretary for Piqua School System

The Piqua City School presented the list to the Civil Service Commissioners for a Secretarial position at High Street Elementary school.

There were 46 applicants for this position and 37 passed the written exam. Out of those candidates that passed, 14 candidates were interviewed. In addition to how they scored on the written exam, these candidates had secretarial experience and experience working with children.

Clayton asked how they determined how many points the candidates received for experience working in the secretarial field or around kids. Roger Ely said they didn't actually assign extra points and Clayton asked how they would explain how one applicant that may have scored higher wasn't discriminated against. Bruce Hogston suggested that they put something in their rules that experience would be considered in addition to how you score on the written exam, which Roger Ely thought was a good idea.

Bruce Hogston made a motion to accept the list and Alissa Blankenship seconded. The Motion to approve the list passed unanimously

Adjournment

Clayton Brown adjourned the meeting at 5:26 pm.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 12/10/10

Clayton Brown, Chairperson

Alissa Blankenship, Secretary

Bruce Hogston, Member

Michael Gutmann, Member

David Vollette, Member