

**MINUTES
CIVIL SERVICE MEETING
Thursday, March 1, 2012**

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

Board members present were Mike Gutmann, Alissa Blankenship, and Dave Vollette, absent was Bruce Hogston. Present from the City of Piqua administration was Elaine Barton, Human Resources Director. Chief Bruce Jamison was present from the Police Department. Also present from Piqua Fire Dept. was Asst. Chief Vince Ashcraft and Firefighter Bob Bloom.

REGULAR CIVIL SERVICE MEETING

Minutes from October 25, 2011

Dave Vollette made a motion to accept the minutes of December 12, 2011 and Alissa Blankenship seconded the motion. The Motion to approve the minutes passed unanimously.

Police Promotional Written Test Scores

The identifying numbers that were held by Alissa Blankenship since the written test of February 21, 2012 were opened and matched with the scores. Those individuals moving on to the assessment center and interview were identified as Byron, Weaver, Crusey, Thomas, and George.

Mr. Gutmann inquired of Ms. Blankenship how the written test went. Ms. Blankenship stated that everything went very well. The test started at approximately 2:55PM and finished just after 5:00PM. She stated that everyone had time to finish. She also indicated that Deputy Chief Hrytzik from the City of Powell was the proctor for the exam.

Oral Interview Panel Selection

Elaine Barton stated that City Manager Huff was not available to attend the meeting; however, he has selected Chief Bruce Jamison to be his designee on the interview panel. In addition, Kathy Sherman of the Piqua Chamber of Commerce and David Givens from the Council on Rural Services volunteered to be on the panel. Ed Krieger, Power System Director, volunteered as the Department Head designee. The panel will thus consist of Elaine Barton, Human Resources Director; Chief Bruce Jamison, City Manager designee; Ed Krieger, Department Head, and Kathy Sherman and David Given, volunteers. Dave Vollette made a motion to approve the oral interview panel and Alissa Blankenship seconded the motion. The motion passed unanimously.

Entry level Firefighter and Police Officer exam

Elaine Barton explained that the City was applying for a SAFER grant to fund the hiring of firefighters. The grants will begin to be awarded in June and if successful in obtaining the grant, the City will need to be able to hire within 90 days of the date the grant is received. Currently, there isn't an eligibility list for firefighter or police officer. Therefore, the City is requesting that the Civil Service Commission approve a testing date of April 14, 2012 in order to establish an eligibility list for firefighter and police officer. Dave Vollette made a motion to approve the testing date and Alissa Blankenship seconded the motion. The motion passed unanimously.

Other Business


Mike Gutmann asked whether the individuals who took the written test knew their scores prior to the Civil Service Commission meeting. Elaine Barton and Chief Jamison explained that the scores were shared with only those individuals who took the test and cautioned that the scores were not official until they were revealed at the Civil Service Commission meeting. The names of those individuals associated with each score were not known until the identifying numbers were revealed at the meeting this evening. It was explained that it gives all those who took the test, the opportunity to learn their individual score in confidence. Bob Bloom commented that this has been the practice in notifying those testing for Fire promotionals as well.

Adjournment

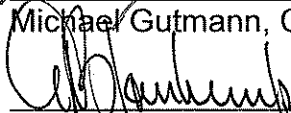
Dave Vollette made a motion to adjourn the meeting at 5:15 pm, Alissa Blankenship seconded and the meeting was adjourned.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 3/28/12




Michael Gutmann, Chairperson



Alissa Blankenship, Secretary

Bruce Hogston, Member



David Vollette, Member

Vacant, Member