

**MINUTES  
CIVIL SERVICE MEETING  
Wednesday, May 16, 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, Dave Vollette, Bruce Hogston, and Evelyn Mahrt. Also present was Elaine Barton, Human Resources Director, Gary Huff, City Manager, from the Police Department, Chief Bruce Jamison, and the Fire Department was Chief Mike Rindler, and Bob Bloom.

**REGULAR CIVIL SERVICE MEETING**

Mike Gutmann called the meeting to order at 4:35 pm.

**Review Request from Corbin Peltier**

Elaine Barton asked if everyone had received a copy of Corbin Peltier's request to reevaluate his score. Elaine Barton explained that he submitted a certification card with his application that only showed EMT certification. Corbin states in his letter that he called and was given his score with the extra credit and asked that this be corrected at the time. Elaine Barton said that she didn't talk with Mr. Peltier about his extra credit. She stated that she gave him only his raw score over the phone. Mike Gutmann asked if he could have had this conversation with anyone else to which Elaine answered "No", she was the only one that gave out scores and only gave raw scores over the phone.

Alissa Blankenship directed a comment to the Fire Department personnel, "Do people typically destroy their old card when they receive a new certification"?

Dave Vollette asked if it mattered if Corbin was given the extra 5 percent and Elaine Barton responded that it would move him from 38<sup>th</sup> place on the list to 33<sup>rd</sup>. Bruce Hogston said it would give Corbin a chance to take the Physical Fitness test.

Gary Huff, City Manager, commented how the board would handle it if others got certified and if the list would keep changing. The response was no.

Alissa Blankenship said that he did have this certification at the time of testing, he just included the incorrect card.

Evelyn Mahrt questioned if you looked at this from a legal standpoint, the first paragraph under "Important Dates" April 5, 2012 says ....Application must be received by City of Piqua Human Resources Department by 4:00 p.m. Must include required certified documentation of qualifying military service, college degree (Bachelor/Associate), or 240 hour firefighting certificate and/or current paramedic certification to qualify for additional credit not to exceed 10% of the written test.....

Bruce Hogston said that Mr. Peltier does have 2 1/2 years of schooling and he hates to turn him down.

Chief Rindler said that Elaine Barton has more experience with this and it doesn't make any difference to him.

Chief Jamison stated that he would be concerned with the precedence this would set. He is also concerned about the five people under Corbin that would be hurt.

Evelyn Mahrt asked how long he would have to wait before he could test again. It was stated that a new test may not be given for two years. Evelyn Mahrt asked if the list could be changed to accept 36 but Corbin is currently number 38. Bruce Hogston noted that wouldn't change anything.

Mike Gutmann said that if we do accept his current certification of Paramedic, and grant him the extra 5 percentage points, it would be under very narrow circumstances.

Alissa Blankenship asked "What if someone forgets to put in documentation for their college degree?"

Mike Gutmann said, again, this would be under very narrow circumstances. Evelyn Mahrt suggested an addendum be added to the rules to say any extra credit that wasn't included must have been in effect at the time of testing to be reconsidered.

Alissa Blankenship stated that someone else could say, they had extra credit, even two cards, and I put my correct card in my packet when it was returned.

Bruce Hogston asked Elaine Barton if she reviewed the whole application packet when determining extra credit. Bruce stated a 20 second phone call could have straightened it out since he said he was a paramedic but his card didn't reflect that. She said that she relies on the documentation and it is the responsibility of the applicant to include the proper documentation.

Bob Bloom stated that if the way the agility test is handled is approved, it may not limit the physical to the top 35. Elaine Barton stated that it doesn't mean that #1 on the list is going to be hired. Bruce Hogston asked if the vote should be postponed until the physical agility test was discussed. Mike Gutmann said that they should be handled separately and asked for a motion to modify the score to credit Corbin Peltier with additional credit. Bruce Hogston made the motion and Dave Vollette seconded the motion.

Chief Jamison asked if consideration would be given as to the time frame it was brought to the board's attention. He doesn't want a candidate to come back six months later and say that they forgot to include something.

Roll Call was taken and the vote for the motion was as follows:

Bruce Hogston Yes, Mike Gutmann Yes, Evelyn Mahrt Yes, Dave Vollette No, Alissa Blankenship No

The motion carried to give Corbin Peltier extra credit for having his Paramedic certification.

Mike Gutmann wanted to make sure the minutes reflected this review was granted under very narrow circumstances. Mike Gutmann asked what the next step would be. Elaine Barton responded that she would notify Corbin Peltier of the Civil Service Commission vote and that he is now tied for 33<sup>rd</sup> place on the eligibility list.

### **Physical Agility Test**

Chief Rindler requested approval to use CPAT (Candidate Physical Ability Testing) to do the Physical Agility test. He said his sole reason for this request is financial. Chief Rindler said this is exceedingly fair. The only difference is that the candidate has to pay to be certified rather than the city paying overtime to administer the test. There is a test starting in Kettering in June. It costs \$115.00 and is for an 8-week cycle, consisting of orientation, 2 practice sessions, and testing.

Gary Huff, City Manager, stated he is in favor of this type of testing. It is completely fair. Chief Rindler said an advantage is that they can use this certification for other departments. Bruce Hogston asked how many departments accept it and Chief Rindler responded that he wasn't sure. Mike Gutmann asked if we would be putting anyone at a disadvantage.

Bob Bloom commented that this testing has been tested in court. Evelyn Mahrt asked what organization administers this test. Bob Bloom stated IAFF is the licensing body.

Chief Rindler said that he would find out more about the specific date of the next test locally and put that in the letter sent out to the candidates. Mike Gutmann said that it appears that it falls within the Civil Service Rules. Alissa Blankenship questioned if any of the candidates expected this? Mike Gutmann brought up that someone may say it is a hardship.

Bruce Hogston said that he would vote for this next time, but not now. Evelyn Mahrt said that she did wish that the applicants would have known about it from the beginning.

City Manager Huff said that this is a very fair way and this test has been certified by the ICMA and the IAFF. He stated that the City is going to have to do more of this.

Mike Gutmann said that the advantages outweigh the disadvantages. Alissa Blankenship said that no where did it say the physical agility test would be free.

Mike Guttmann asked if there was a motion to accept the CPAT test as our Physical Agility test. Dave Vollette made a motion and Alissa Blankenship seconded the motion.

Mike Rindler asked that clarification be made on how many people would be eligible. Elaine Barton said that it was limited in the past because of cost.

The clerk took a vote and it went as follows:

Bruce Hogston – No  
Mike Gutmann – Yes  
Evelyn Mahrt – Yes  
Dave Vollette – Yes  
Alissa Blankenship – Yes

Mike Gutmann acknowledged that the motion carried to require the candidates to take the CPAT.

It was asked if the Rules needed to be changed and Elaine Barton suggested that we should go through one cycle first to make sure we are satisfied.

Chief Rindler said he would send a letter out and Bruce Hogston said that he felt the letter should be sent to all those who passed the written exam.

Bob Bloom said it is his understanding that the candidate doesn't have to attend all 8-weeks of the practices and training and can come just for the actual test if they have registered for the CPAT test.

**Other Business**

Bruce Hogston asked if Bob Bloom talked to the staff about the way promotions are handled. Bob said he had not.

**Adjournment**

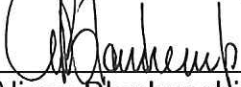
The meeting was adjourned at 5:35 p.m.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 2/26/13



Michael Gutmann, Chairperson



Alissa Blankenship, Secretary

Bruce Hogston, Member



David Vollette, Member



Evelyn Mahrt, Member