

**MINUTES
CIVIL SERVICE MEETING
Tuesday, August 27, 2013**

The Civil Service Commission met at 4:00 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, Evelyn Mahrt, Bruce Hogston and Stu Shear. Also present were Gary Huff, City Manager, Elaine Barton, Human Resources Director, Police Chief Bruce Jamison, Fire Chief Mike Rindler, and Jeremy Weber, FOP Union Representative.

REGULAR CIVIL SERVICE MEETING

Mike Gutmann called the meeting to order at 4:00 pm.

Approval of Minutes

Mike Gutmann asked for a motion to approve the minutes from the meeting of February 26, 2013. Evelyn Mahrt made a motion to approve the minutes and Alissa Blankenship seconded the motion. The motion carried.

Request of Chief Jamison to abolish current police officer eligibility list

Chief Jamison indicated that there were two individuals hired from the current list (Jason Newton and A.J. Pearson). He stated that the last test was given in the spring of 2012 and that there are only four individuals on the current list due to background, other jobs, and failure to show up for the process. Chief Jamison said that he would like to have ten names in order to hire one person and went on to state that four is not sufficient according to the rules. He indicated that a retirement that had been anticipated at the end of the year had occurred earlier than expected and that he will need to replace the position sooner. Bruce Hogston indicated that the City Manager as the Director of the Civil Service Commission has the authority to abolish the list without the vote of the Civil Service Commission. Mike Gutmann suggested that since the Civil Service Commission already had it on the agenda that they go ahead and take a vote on the issue. Bruce Hogston made a motion to abolish the current eligibility list for police officer and Stu Shear seconded the motion. The motion carried by a unanimous vote. Gary Huff, City Manager, indicated his approval of the abolishment as well.

National Testing Network

Chief Jamison stated that he had become familiar with this testing network at a Chief's conference. He said that the last civil service test for police officer only produced 18 names for the list. This is the lowest number that he can remember. The National Testing Network has centers around the country that offer tests for police officers and firefighters. An individual can take a test and then ask that the results be sent to multiple jurisdictions. The score of the test is good for one year but the individual can take the test every six months with the last score being the one that is counted. This gives the applicant the flexibility to take the test when it is convenient for them. The testing process is similar to the "ACT". Ms. Mahrt asked how individuals would find out that there was an opening in Piqua. Chief Jamison stated that National Testing Network would email the applicants of any openings. Mr. Huff stated that the City would still advertise. The fee to the City for both the Police and Fire Departments would be \$150 per year.

Chief Jamison stated that the first step would be to make a few changes to the civil service rules in order to allow the City to utilize the testing network. Mr. Gutmann stated that we would then schedule another meeting to review the proposed rules. Ms. Mahrt asked if individuals who are currently police officers elsewhere would have to take the test. Ms. Blankenship stated that any police officer would have to take the test for an open position which is the way that it is now. Chief Rindler indicated that this is the same site that offers the "CPAT" and that it went very smoothly. Chief Jamison stated that the announcement of the open position would indicate whether or not the individual would need to be certified as an Ohio Peace

Officer. In this case, we want to hire someone very quickly and be able to get them on the street following their field training of 12 to 15 weeks. However, the needs of both the Police and Fire Departments would be taken into consideration each time to give flexibility to the hiring process. The National Testing Network is currently working with Edison Community College to be a testing facility. Sinclair in Dayton is already a testing facility.

The proof of extra credit will still be sent to Piqua in order to award extra credit points. Chief Jamison and Chief Rindler asked the Civil Service Commission how they would feel about eliminating all extra credit except military credit. Currently, an applicant can receive credit for having a college degree, for being a certified police officer or firefighter II/paramedic and for military service. However, the maximum credit is 10% which basically nullifies the military credit.

All agreed to schedule another meeting within the next two weeks to review rule changes which will include the ability to utilize the testing center and also the extra credits.

Other Business

Stu Shear was introduced as the newest member to the Civil Service Commission. Mr. Shear was appointed by the City Commission in March 2013. A copy of the City Charter and Advisory Boards & Commission Guidelines for Operation were both distributed to the members.

Adjournment

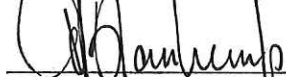
Bruce Hogston made a motion to adjourn the meeting and Stu Shear seconded the motion. The meeting was adjourned at 4:50 pm.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 9/10/13



Michael Gutmann, Chairperson



Alissa Blankenship, Secretary



Bruce Hogston, Member



Evelyn Mahrt, Member



Stu Shear, Member