

**MINUTES
CIVIL SERVICE MEETING
Monday, June 15, 2015**

The Civil Service Commission met at 4:00 p.m. in the Administrative Conference Room, Municipal Government Complex, second floor, 201 W. Water Street, Piqua, Ohio.

Board members present were Mike Gutmann, Alissa Blankenship, Stu Shear, Evelyn Mahrt and Mary Frances Rodriguez. Also present were Gary Huff, City Manager, Elaine Barton, Human Resources Director, Brent Pohlschneider, Acting Fire Chief, Bruce Jamison, Police Chief, and Stacy Wall, Law Director. In addition, several employees from the Police Department were in attendance and Bob Bloom from the Fire union.

REGULAR CIVIL SERVICE MEETING

Mike Gutmann called the meeting to order at 4:00 pm. Mike Gutmann noted that all board members were present and several employees.

Approval of Minutes

Alissa Blankenship moved to approve the minutes from the March 23, 2015 meeting. Stu Shear seconded the motion. All were in favor and the motion carried.

Entry Level Police Eligibility List

Elaine Barton stated the entry level police eligibility list will be extended until March 23, 2016.

Police Lieutenant Promotional Test

Bruce Jamison said there have been a lot of questions about the integrity of the promotional exam taken on May 14, 2015. Bruce Jamison explained that the Proctor took the results from the test home. They remained in his brief case for an extended period and then eventually were sent to the previous address of the IACP. On May 22, 2015, when they arrived at the correct address, the envelope was sealed and had not been tampered with.

The test was designed to challenge people and the fact that no one scored above a 70% was not unusual. The current Civil Service Rules are very clear that a 70% or higher is a passing score. Bruce Jamison said this may be something the Civil Service Board may want to consider in the future. Bruce Jamison asked for a recommendation from the Board on how to move forward.

Elaine Barton said that the Promotional Test will be given again with the original 13 that took the first test.

Stacy Wall stated that precedence was set to allow those who were not originally signed up to test, when they allowed it in the Fire Chief promotional process.

Elaine Barton said that 18 officers were eligible to sign up, 14 originally signed up, and 13 showed up to take the test.

Evelyn Mahrt thought the process should be open to all 18 officers that are eligible.

Police Lieutenant Promotional Test (cont'd)

Mike Gutmann agreed, saying the process is starting all over again.

Mary Frances Rodriguez asked if we knew why the 14th person didn't show up to take the test after signing up. No one knew the answer.

Bruce Jamison said that he would expect everyone to do better the second time around.

The sign-up list will be available Tuesday, June 16, 2015 and it will be available for one week. The test will be given Wednesday, August 5, 2015.

The Proctor and OACP waived their fee for the May 14th test and Elaine Barton will be the Proctor for the August 5, 2015 test. It will be given at 3:00 p.m..

Application Packet for Firefighter/Paramedic

Brent Pohlschneider, Acting Fire Chief, was asked if he knew when the next CPAT testing would be. Brent Pohlschneider was not sure of the date but went on to give the benefits of using the CPAT testing because of the consistency.

Elaine Barton said that we do not have a position open, but we do need to have an active list. Elaine Barton mentioned that a change was made to the request for Additional Credit Page, so the applicant would indicate what they were requesting extra credit for.

A discussion took place as to whether to keep the FF2 requirement and it was decided that it is desirable for the new hire to have a FF2 and Paramedic Certification upon hire.

Chief Pohlschneider will go to different firefighter schools to actively recruit.

Stu Shear moved to approve the Firefighter applicant packet and Evelyn Mahrt seconded the motion. All were in favor and the motion carried.

Promotional Test for Fire Chief

An official introduction was made of Brent Pohlschneider to the Board, who is the Acting Fire Chief after the retirement of Chief Mike Rindler.

The test for Fire Chief will be August 26, 2015. Stanard was used in the past but Ohio Fire Chiefs Association will be used this time. There is no minimum passing score for Fire Chief. At least two people have to take the test for it to be competitive.

Other Business

Mary Frances Rodriguez was introduced to the board members.

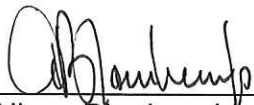
Adjournment Stu Shear made the motion to adjourn the meeting and Mary Frances Rodriguez seconded the motion.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 10/7/15




Michael Gutmann, Chairperson



Alissa Blankenship, Secretary



Stu Shear, Member



Evelyn Mahrt, Member

Mary Frances Rodriguez, Member