

**MINUTES  
CIVIL SERVICE MEETING  
Thursday, February 16, 2017**

The Civil Service Commission met at 5:15 p.m. in the Administrative Conference Room, Municipal Government Complex, second floor, 201 W. Water Street, Piqua, Ohio.

Board members present were Alissa Blankenship, Evelyn Mahrt, and Mary Frances Rodriguez.

Absent Board members: Mike Gutmann and Stu Shear were excused.

Also present were Elaine G. Barton, Human Resources Director, and Brent Pohlschneider, Fire Chief.

**REGULAR CIVIL SERVICE MEETING**

Alissa Blankenship called the meeting to order at 5:15 pm.

**Approval of Minutes**

Evelyn Mahrt moved to approve the minutes from the January 9, 2017 meeting. Mary Frances Rodriguez seconded the motion. All were in favor and the motion carried.

**Extend Eligibility List for Assistant Fire Chief**

Brent Pohlschneider said that in the next couple of months two Assistant Chiefs are eligible to retire. No one has given a notice yet but Chief Pohlschneider feels that it is important to have an active list just in case.

Elaine Barton said there were two on the Assistant Chief Eligibility list, but Lee Adams was promoted from this list on April 6, 2016. The only one remaining on the list is Tim Risner. Alissa Blankenship asked if it was okay to only have one on the list and Elaine Barton responded that it was fine. There has to be two or more initially to make it competitive. Elaine Barton stated that no openings are anticipated, but we need to be prepared.

Evelyn Mahrt asked how long the list was being extended for and Elaine Barton said it will be for one year, which would be February 19, 2018. Alissa Blankenship confirmed that it could only be extended one time.

Mary Frances Rodriguez moved to approve the extension of the eligibility list for Assistant Fire Chief and Evelyn Mahrt seconded the motion. All were in favor and the motion carried.

All Board Members present signed the extension of the eligibility list.

**New Business**

There was no other business to discuss.

Evelyn Mahrt took the opportunity to say that she really enjoyed being on the Civil Service board. She said it was very interesting.

**Adjournment**

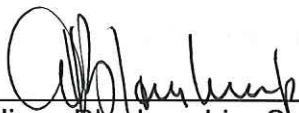
Evelyn Mahrt made a motion to adjourn the meeting and Mary Frances Rodriguez seconded the motion. The meeting was adjourned at 5:30 p.m.

PIQUA CIVIL SERVICE COMMISSION

DATE APPROVED: 3/29/17



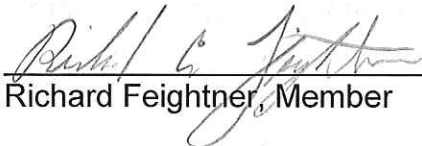
Michael Gutmann, Chairperson



Alissa Blankenship, Secretary

Stu Shear, Member

Mary Frances Rodriguez, Member



Richard Feightner, Member