

CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES

Thursday, June 08, 2023

5:00 PM

Present: Marilyn Sessions, Chair
Christine Klein, Member

Also Present: John Seidel, CSC Coordinator
Nicholas Shearer, Police Chief

Call to Order

The regular meeting of the Civil Service Commission was called to order at 5:12 pm on Thursday, June 08, 2023, by Marilyn Sessions. Roll call was taken.

Safety Administration

Police Department

Personnel change read.

Ms. Sessions and Ms. Klein agreed there was a clear need for the Promotional Exam.

MOTION TO APPROVE THE SERGEANT PROMOTIONAL WRITTEN EXAM & ASSESSMENT made by Ms. Klein, seconded by Ms. Sessions, and CARRIED by a voice vote of 2-0.

Ms. Klein asked about which vendor would be used. Mr. Seidel replied that the Ohio Association of Police Chiefs' will administer the Assessment Center, but Chief Shearer would have to decide on a vendor for the Written Exam as Ramsey & Associates are no longer in business.

Ms. Klein asked if the Written Exam needed to be scheduled before the Assessment Center to which Chief Shearer stated that's how it's been done in the past, and he would like to continue having the Written Exam first, and only Officers who pass are eligible for the Assessment Center.

Mr. Seidel asked if there were any changes Chief Shearer wanted to make to the study materials. Chief Shearer wanted to use the entire Department Policy & Procedures Manual instead of only certain sections.

Adjournment

MOTION TO ADJOURN THE MEETING AT 5:20 PM made by Ms. Sessions, seconded by Ms. Klein, and CARRIED by a voice vote of 2-0.

Minutes approved: _____


Christine Klein


Marilyn Sessions