

SOLON CIVIL SERVICE COMMISSION
September 11, 2014 – 6:00 P.M.

PRESENT: Commission Members Caplan, Doberstyn, and Huml, Human Resources Director Stolarsky and Secretary Perry

APPROVAL OF MINUTES AND PAYROLL

Mr. Huml moved to approve the minutes of August 26, 2014 as presented by Secretary Perry. Mrs. Caplan seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

The Minutes of September 4, 2014 were not available for approval. This item was tabled.
The Work Session minutes of March 18, 2014 were not available for approval. This item was tabled.

The Work Session minutes of April 1, 2014 were not available for approval. This item was tabled.

The Work Session minutes of May 6, 2014 were not available for approval. This item was tabled.

The Work Session minutes of August 19, 2014 were not available for approval. This item was tabled.

The Work Session minutes of August 26, 2014 were not available for approval. This item was tabled.

Mr. Doberstyn moved to approve the Payroll of August 8, 2014 as presented by the Payroll Department. Mr. Huml seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

Mr. Doberstyn moved to approve the Payroll of August 22, 2014 as presented by the Payroll Department. Mr. Huml seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

Mrs. Caplan moved to approve the Payroll of September 5, 2014 as presented by the Payroll Department. Mr. Doberstyn seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

REVIEW OF PAYROLL CHANGE/RATE SHEETS

The available sheets were signed by the Commission. No action was taken by the Commission.

CORRESPONDENCE

Memo dated September 2, 2014 from Chief Viland to the Civil Service Commission regarding the Proposed Civil Service Rules and Regulations Draft. The Secretary noted this item was addressed in the September 4 meeting.

REVIEW OF THE RULES AND REGULATIONS

This item is on-going and in process.

REPORT OF DEPARTMENTAL INCOME AND EXPENDITURES

The report for the Month Ending August 31, 2014 was reviewed. No action was taken by the Commission.

POLICE DEPARTMENT

The Secretary presented to the Commission the most recent entry level patrolman eligibility list and requested approval. Mrs. Caplan moved to approve the list under the current rules and regulations for a period of one year. Mr. Doberstyn seconded the motion.

Roll Call: Aye: Caplan, Doberstyn, Huml
 Nay: None The Motion Carried

The Secretary will have the Promotional Examinations available at the next meeting for extensions.

EMPLOYEE INFORMATIONAL FLOW CHART

Mrs. Stolarsky said she was unclear as to what the Commission was asking of her. Mr. Huml said he wants to ensure that all the employees are treated fairly and that all with similar titles are on the same level. Mrs. Stolarsky said she does not believe it is the best way to assess things. There are different levels of managers; some have no direct reports and have no responsibility to hire or fire or evaluating, where others do. She doesn't believe it's possible to have a clean and pure system. Mr. Doberstyn said as you get lower in the rankings, there may be an employee who may feel they are being treated unfairly who may be on the same level with another employee who may be classified or unclassified. Their goal is to find the discrepancies. The Commission is requesting to view the organizational flow charts that were originally requested of the Department Heads by Tom Cornhoff when he was Director of Human Resources. They recall from prior discussions there are only one or two positions that may be questionable. This item will be tabled to a future meeting.

CLOSING

There being no further business to conduct, Mr. Huml moved to adjourn at 6:36 p.m. Mr. Doberstyn seconded the motion.

Roll Call: Aye: Caplan, Huml, Doberstyn
 Nay: None The Motion Carried
