

SOLON CIVIL SERVICE COMMISSION
April 1, 2014 – 4:10 P.M.
WORK SESSION

The Commission met for the purposes of updating the current Rules and Regulations.

PRESENT

Commission Members Caplan, Doberstyn and Huml, Human Resources Director Stolarsky, Michael D. Esposito, Director of Client Development for the Vendor Clemans, Nelson & Associates, Inc. and Secretary Perry

Duration of Eligibility Lists was discussed. Mr. Esposito said the Commission now has an option to expire a list once one appointment has been made. It can also be extended. The new rules reflect the flexibility.

Provisional Employees are now obsolete. Years ago an employee was provisionally put into a vacancy until a Civil Service test could be given and they passed the examination. The Rules were updated to deal with permanency in an appointment. You can now place someone in a position non-competitively and they can take permanent appointment after serving in that position for six months.

Suspension of Rules is a catchall that allows the Commission to opt out of examinations. It's only been used twice in the State of Ohio. As an example, one Ohio municipality had a massive corruption problem in the Police Department and decided confidence in the Department could not be restored by testing internally. So they suspended the internal testing requirements to allow the City to go outside.

There was discussion about the Rule of 3 in the promotional process for Non Police and Fire. It was noted the Commission has not been involved in promotions for other departments other than through non-competitive examinations. The Commission noted the Service Department has its own criteria for promotions. Mr. Esposito said promotions in Non Police and Fire departments should be interactive with the Commission in some form.

With regards to passing over an applicant on a list, Mr. Doberstyn asked for clarification that once an applicant is passed over three times they can be removed for no cause. Mr. Esposito said that was correct. No applicant is entitled to any appointment. Mrs. Caplan asked if the applicant should be notified they have been removed. Mr. Esposito said he was not aware of any requirement. He was also not aware of any requirement of how an applicant is notified of their standing.

Probationary Periods were left at 6 months in the rules but the Commission has the flexibility to increase it.

With regards to Appointments to the Fire Department, Mr. Esposito asked about the paramedic certification. The Secretary noted it was in the original Rules and Regulations as of February 26, 2008. Mr. Esposito said it was somewhat unusual to have that in the rule.

Mr. Esposito questioned the current rule allowing credit for the Police and Fire promotions for service in another Chartered Ohio community in order to take the promotional examination. He asked where the authority for this rule was obtained. There was no Charter provision or Ordinance. It will need an Ordinance.

CLOSING

There being no further business to conduct, Mr. Huml moved to adjourn at 5:30 p.m. Mrs. Caplan seconded the motion.

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