

SOLON CIVIL SERVICE COMMISSION
March 17, 2011 – 6:32 p.m.

The Solon Civil Service Commission met at Solon City Hall.

PRESENT: Commission Members Doberstyn, Huml, and Patton, Human Resource Director Cornhoff, Chief Shaw and Secretary Perry

APPROVAL OF MINUTES

Mr. Doberstyn moved to approve the minutes of March 8, 2011 as prepared and submitted by Secretary Perry. Mr. Patton seconded the motion.

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

APPROVAL OF PAYROLL

Mr. Doberstyn moved to approve the hourly/salary payroll for Pay End Date March 11, 2011. Mr. Huml seconded the motion.

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

REVIEW OF PAYROLL CHANGE/RATE SHEETS

The Commission reviewed and signed the available payroll change/rate sheets provided by the Payroll Department. No action was taken by the Commission.

BUDGET REPORT

The Commission reviewed the Report of Department Income/Expenditures for the Month Ending February 28, 2011. No action was taken by the Commission.

CORRESPONDENCE

Letter dated March 11, 2011 to Benjamin Maragliano from Chief Viland informing him of his appointment as a Patrol Officer.

Letter dated March 14, 2011 to Patrolman Bender from Chief Viland regarding a Pre-Disciplinary Hearing.

Letter dated March 15, 2011 to Patrolman Bender from Chief Viland assessing Departmental Charges.

Letter dated March 17, 2011 from Director Bandiera updating the Commission on the Labor Position Openings.

FIRE DEPARTMENT

Chief Shaw was invited to address the Commission regarding the comments made by Firefighters Nix and Altshuler pertaining to the promotional examination additional credits; specifically the evaluation credits.

Chief Shaw said he understands the secretary extracted the evaluations from the Lieutenant's list to test its value, and it made no change to the current standings, however, there is the chance that it could. If this percentage is removed from the promotional process, will there be something in exchange to replace it? What will be used in its place to assist in determining what employees are the best for the available promotional position?

Mr. Huml thinks the larger number of areas used to evaluate an employee the better off you are because it begins to separate the candidates out. If there is one less evaluator in the process it can be argued that it becomes even more subjective; and that is the underlying concern.

Chief Shaw said the evaluations are used as an employee tool to show where an employee might need improvement with an action plan laid out. He said when he was hired he went through a psychological examination that had nothing to do with fire service. It was geared towards business management, communication and interpersonal skills. He said this is an area where many officers are not prepared and might be a good consideration for replacement. Firefighters can all pull a hose off of a truck and spray water, but when there is a firefighter that is not performing up to par, they struggle with being able to approach that firefighter and recommend corrections in an effective manner. He would like to see a business management assessment testing as a replacement.

Chief Shaw said he would not totally eliminate the evaluations from the process. He will review them anyway and would prefer to use them when two candidates score very closely. They may not be calculated into the final score, but still utilized to determine if the employee has made improvements, are they meeting the standards set by the department and how they conduct themselves.

Mr. Patton said the Commission has had some discussion recently regarding another safety department in the City who had a candidate that tested favorably and was highly recommended; but when this candidate was given a psychological exam, it was suggested that he was not a good choice for the department. He asked for the Chief's comments. Chief Shaw said he would take a step back and reconsider the hiring. He puts a lot of weight in that recommendation. When he has had to go back and review psychological reports of employees for one reason or another, he has found them to be very accurate. It may take five or six years, but those personality traits do eventually present themselves. The Chief said when you have knowledge there could be a problem and you go ahead and hire that candidate, it could become a liability. He puts a lot of weight in those reports particularly with new hires. If you put those individuals in situations that are not compatible with their personality traits you are setting them up for failure.

With regards to the evaluation process, Chief Shaw said the Commission had previously asked him to draft up some points relative to service. He said he has begun to review the Rules and Regulations and is striking out what no longer applies and is creating some new language. This area will be addressed as well.

Chief Shaw said everyone was aware of the processes that were in place for the promotional exam when they took the test. He believes the Commission should stay the course because the evaluations did not adversely affect the scores. He is currently working with the officers on modeling a new evaluation process that he hopes will be completed by August, in time for the 2011 evaluations.

Mr. Huml moved to approve the current Lieutenant's Promotional Examination List with the evaluations included until a new list is created in 2012 based on the time it takes to complete all phases of the testing procedures. Mr. Doberstyn seconded the motion.

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

With regards to the Battalion Chief Promotional Examination List, Chief Shaw noted two of the candidates had not received evaluations because their evaluating officer was out on sick leave and then applied for retirement. This occurred in June or July when evaluations were not yet under consideration. There have been discussions on how the four candidates want this matter handled. In trying to be fair and equitable, the candidates were asked for their

solutions. Chief Shaw said he hopes to have this matter resolved by the next Civil Service meeting. He and the candidates understand this is a one-time occurrence and he will work diligently to make sure this never happens again.

The next meeting is scheduled for Tuesday, April 5, 2011 at 6:30 p.m.

There being no further business to discuss, Mr. Huml moved to adjourn the meeting at 7:17 p.m. Mr. Patton seconded the meeting.
