

SOLOM CIVIL SERVICE COMMISSION
June 5, 2018 – 4:00 p.m.

ROLL CALL

Present: Commission Members Caplan, Kennedy, Huml

APPROVAL OF MINUTES

Commission Member Kennedy will take minutes.

May 15, 2018 - Complete

Motion by Chairman Huml, second by Commission Member Caplan to approve the minutes of May 15, 2018.

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

APPROVAL OF PAYROLL

The Commission signed off on the payroll change sheets. No other action was taken by the Commission.

CORRESPONDENCE

None

NEW BUSINESS

In an email dated June 1 Paul Solanics, Director of the Water Reclamation Department requested the Commission to review the appointment of Jonathan Castro Llerena to fill the vacant Operator position within the Water Reclamation Department. Process for filling this position included posting internally, and on the City's website, on the Ohio Water Environment Association website and Indeed.com. These postings generated 30 resumes/applications. Applications reviewed for qualifications and phone interviews conducted to assess qualifications and interest. Four final applicants were selected for formal interviews. After these interviews Jonathan Castro Llerena was selected.

Chairman, Huml made the motion to approve the hiring of Jonathan Castro Llerena as an Operator within the Water Reclamation Department.

Motion by Commission Member Huml moved, second by Commission Member Caplan

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

Chairman Huml opened discussion regarding the process for securing a secretary for the Civil Service Commission. Commission Member Kennedy suggested a possible candidate. Chairman Huml will follow-up with Human Resources regarding next steps.

DATES OF FUTURE MEETINGS

June 19
July 18
July 31
August 14
August 28

ADJOURNMENT

There being no further business to conduct, Chairman Huml moved to adjourn the meeting at 4:25 p.m. Commission Member Caplan seconded the motion.

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

Prepared and Submitted by _____
Maryann Kennedy, Commission Member