

SOLOM CIVIL SERVICE COMMISSION
July 31, 2018 – 4:00 p.m.

ROLL CALL

Present: Commission Members Caplan, Kennedy
Absent: Huml

APPROVAL OF MINUTES

Motion by Member Caplan, second by Member Kennedy to approve the meeting minutes of July 18, 2018.

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

PAYROLL CHANGE/RATE SHEETS

Payroll change sheets were approved by Member Caplan and Member Kennedy and signed Payroll rate sheets for July 2-15 were approved by Member Caplan but will be held for Member Huml to sign at the August 14, 2018 meeting. Member Kennedy felt she could not sign the sheets based on conflict of interest.

CORRESPONDENCE

No correspondence to discuss

New Business – Approve Police Application List

A police application list with closure date of July 27, 2018 at 4PM was brought before the committee. 12 applications were received and the top 25% (3 names) were highlighted in green for approval to release to Chief Viland.

The Chief had sent an email requesting that consideration be made for the commission to waive Rule 10.02(A) for only this hiring cycle list in order to provide a minimum of five applicant names for this round of hiring. A long review by Member Caplan and Member Kennedy included concerns for the Ohio Code and Collective Bargaining impact and ultimately were not comfortable waiving this rule. Member Caplan and Member Kennedy reiterated their complete support for the Chief and his needs. Without Member Huml in attendance, to possibly help with historical examples, it was decided by Member Caplan and Member Kennedy to uphold the rule and release 3 names (25%) to Chief Viland. It was stated that once Chief hires from this list, if additional names are needed that the Commission will work quickly to release more names.

Motion by Member Caplan, second by Member Kennedy to approve the release of the top 25% of the applicant list (3 names) to Chief Viland.

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

New Business – Job Description – Civil Service Secretary Discussion

Member Caplan proposed working with Members Kennedy and Huml to fine tune the job description in order to create a final draft for review. Member Kennedy and Member Caplan discussed a couple key points about expected attendance at the community agility exam, parole officer testing, police department promotion tests, fire department testing and any other applicant required exams. Member Caplan will update the document to include these expectations.

DATES OF FUTURE MEETINGS

August 14
August 28

