

**SOLON CIVIL SERVICE COMMISSION**  
**February 19, 2019 – 6:25 p.m.**

**ROLL CALL**

Present: Commission Members Gross, Huml and Kennedy, Chief Viland, Sgt. McGee and Secretary Perry

The meeting was held at the Solon Community Center for the purposes of administering an entry level examination for police officer. The examination was given by Ramsey and Associates. 99 applicants registered; 97 applicants attended.

The Secretary noted that during a brief change in personnel at the City Hall front desk while applications were being accepted, several of the applicants reported to the Police Department they were not permitted to turn in their extra credit documents. These documents can greatly increase an applicant's chances of becoming a Solon Police Officer. Discussions with Chief Viland on how to resolve this issue resulted in allowing through Friday, February 22nd for the applicants to e-mail their documents to the Secretary.

**APPROVAL OF MINUTES**

Motion by Commission Member Kennedy, second by Commission Member Gross to approve the minutes of February 5, 2019 as presented by the Secretary.

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

**APPROVAL OF PAYROLL and PAYROLL CHANGE/RATE SHEETS**

Approval of the February 15, 2019 payroll and any Payroll Change/Rate Sheets was tabled to the next meeting.

**CORRESPONDENCE**

Memo dated February 6, 2019 from Chief Viland regarding Departmental Charges to a Full Time Officer. No action was taken by the Commission.

**PROGRESS ON UPDATE OF RULES AND REGULATIONS**

Commission Member Kennedy reported she had spoken with Law Director Lobe about the proposed changes. He and Mike Esposito are in the process of reviewing them. He indicated all changes need to be reviewed and approved by Mike Esposito. He appreciated the revision where the Rules and Regulations review coincide with the Charter Review.

**SELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Motion by Commission Member Gross, second by Commission Member Huml to select Commission Member Kennedy as Chair and Commission Member Huml as Vice Chair according to Section 3:03A of the Rules and Regulations.

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

**ADJOURNMENT**

There being no further business to conduct, Commission Member Huml moved to adjourn the meeting at 6:57 PM. Commission Member Kennedy seconded the motion.

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

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Prepared and Submitted by \_\_\_\_\_  
Kim Perry, Secretary