

**OLON CIVIL SERVICE COMMISSION**  
**Wednesday, March 18, 2020 – 5:28 p.m.**

**ROLL CALL**

Present: Commission Members Adelman, Kennedy and Secretary Perry  
Absent: Commission Member Gross

**APPROVAL OF MINUTES**

Motion by Commission Member Adelman, second by Commission Member Kennedy to approve the minutes of February 26, 2020 as presented by the Secretary.

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

The minutes of March 4, 2020 have been tabled to the next meeting.

**APPROVAL OF PAYROLL**

Approval of the March 13, 2020 payroll was tabled to the next meeting.

**PAY RATE/CHANGE SHEETS**

The Commission signed off on the available sheets (2)

**CORRESPONDENCE**

E-mail from a Patrol Officer Candidate concerned that Civil Service was allowing an Enlistment Brief for Military Credit. He explained that someone could have a dishonorable discharge and that the DD214 is the only document that reflects an honorable discharge. The Commission felt as the rules and regulations stand, the Enlistment Brief was acceptable but that they would add this item for review with Legal Counsel during the current update of the Rules and Regulations.

E-mail from a Lieutenant candidate for promotion within the Fire Department who has requested to review the written test. The Commission felt the review period was no longer in effect within the Rules and Regulations, and this was not a good policy to put into effect.

**PATROL OFFICER EXAM**

Motion by Commission Member Kennedy, second by Commission Member Adelman to approve the current Civil Service List for Patrol Officer.

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

Motion by Commission Member Kennedy, second by Commission Member Adelman to release the top 13 names for review by the Police Department based on the Rules and Regulations.

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

**FIRE DEPARTMENT PROMOTIONAL EXAMINATIONS**

Motion by Commission Member Kennedy, second by Commission Member Adelman to approve the recent Civil Service Lists for Fire Department Battalion Chief and Lieutenant Promotions.

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

**PROGRESS ON UPDATE OF RULES AND REGULATIONS**

This update is nearing completion. Because items have been added for review by Legal Counsel the completion date is being pushed out further.

**ADJOURNMENT**

There being no further business to conduct, Commission Member Adelman moved to adjourn the meeting at 6:25 PM. Commission Member Kennedy seconded the motion.

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

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