

SOLON CIVIL SERVICE COMMISSION
Wednesday, April 15, 2020
Meeting Held via Zoom due to the Covid-19 Pandemic

Chairman Kennedy opened the meeting at 5:32 p.m.

ROLL CALL

Present: Commission Members Adelman, Gross, Kennedy, Fire Chief Vedder and Secretary Perry

APPROVAL OF MINUTES

Motion by Commission Member Gross, second by Commission Member Adelman to approve the minutes of March 4, 2020 as presented by the Secretary.

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

Motion by Commission Member Kennedy, second by Commission Member Adelman to approve the minutes of March 27, 2020 as presented by the Secretary.

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

APPROVAL OF PAYROLL

Motion by Commission Member Gross, second by Commission Member Adelman to approve the City Payroll Registers for the Pays Ending March 13, 2020, March 27, 2020 and April 10, 2020 as presented by the Payroll Department.

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

Commission Member Kennedy thanked both Commission Member Adelman and Gross for the questions they had posed prior to the meeting. She appreciates the second and third set of eyes. Commission Member Gross noted payouts for recent retired employees caught their attention.

PAY RATE/CHANGE SHEETS

There were none for the period.

CORRESPONDENCE

Police Department

Memo dated April 2, 2020 from Assistant Chief Haines requesting removal of Candidates #2 and #3 from the current Civil Service List for Patrol Officer.

Memo dated April 8, 2020 from Assistant Chief Haines requesting removal of Candidate #10 from the current Civil Service List for Patrol Officer.

Motion by Commission Member Kennedy, second by Commission Member Adelman to remove candidates #2, #3 and #10 from the current Civil Service List for Patrol Officer for the reasons detailed in the memos dated April 2, 2020 and April 8, 2020 from Assistant Chief Haines and that the appropriate notifications be made to the Candidates.

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

Motion by Commission Member Gross, second by Commission Member Kennedy to release the applications of Candidates #14, #15 and #16 to the Police Department for their review.

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

Commission Member Kennedy explained the e-mail that is sent to the removed candidates so everyone is familiar with the process put into action last year. Commission Member Gross said e-mail is consistent with the manner in which the Police Department has been communicating with the candidates throughout the testing process. The e-mail is sent in a timely and transparent fashion. The Commission is copied in the e-mail. Commission Member Kennedy is more than satisfied with the justification of the Police Department in the reasons for their requests for removal.

Water Reclamation

Employee Warning dated March 24, 2020 from Director Solanics to Employee #8303 for Work Performance. No action was taken by the Commission.

Employee Warning dated April 2, 2020 from Director Solanics to Employee #191 for Work Performance. No action was taken by the Commission.

INTRODUCTION OF FIRE CHIEF VEDDER

Newly appointed Fire Chief Vedder introduced himself stating he is looking forward to working with the Commission in a different capacity than when he was a firefighter. Commission Member Kennedy congratulated him on his appointment noting he brings a lot of experience to the Department and she is grateful for his wealth of knowledge. She asked how the Department is managing with the pandemic restrictions in place. Chief Vedder said the pandemic has radically shaken up how business is conducted but the firefighters and paramedics will do everything they can for the City residents. He asks them every morning if they feel safe and if the City is doing enough to protect them and they have all said yes. He said they work under the assumption that everyone they treat is Covid-19 positive and use the appropriate protective gear. He was in the fire service many years ago when gloves became an everyday part of their job because of blood-borne pathogens and now they don't go out the door without them.

Chief Vedder said there are a couple items he is considering changing and asked for the Commission's in-put. The first has to do with timing in agility testing. Tri-C does the testing and currently a candidate is given a certificate for passing the test within seven minutes. However, their recommendation for hiring is for those passing in under four minutes and 30 seconds. Commission Member Kennedy noted Civil Service does not create the agility test or its regulations. They only allow for various types of testing that demonstrates the relative capability of a candidate to perform the particular duties of the position. Commission Member Gross said as long as you are following a fair process with everyone the Commission allows the Appointing Authority to create the criteria. To be fair and transparent Chief Vedder said the criteria should be included in the job posting. The Commission was in agreement.

The second item deals with Section 10.08 of the Rules and Regulations which allows for a paramedic to drop their certification after 12 years with the approval of the Chief. He said operationally this has proven to be difficult. He now prefers that new hires would need to retain their certification. Paramedics may eventually burn out but with the number of calls the department sees between three stations, it poses staffing issues because of vacations, holidays and time off. It creates operational issues. He said he has spoken with the Executive Board of the Union and they are in agreement. The Commission felt this was an item that should be addressed in the CBA before the Commission would consider making a change to the Rules and Regulations.

Commission Member Kennedy noted the Commission is in the process of updating the Rules and Regulations and that she would provide Chief Vedder with a copy for his review and input.

PROGRESS ON UPDATE OF RULES AND REGULATIONS

Because the Commission is continually adding items for review for Legal Counsel, the completion date has been pushed out further. Commission Member Kennedy noted she would add a section to include utilizing Zoom type meetings if there ever is another state of emergency such as this pandemic.

SELECTION OF MEETING DATES

The Commission selected May 6, May 20, June 3 and June 17 for their May and June Meeting dates. The meetings are all scheduled to begin at 5:30 p.m.

ADJOURNMENT

There being no further business to conduct, Commission Member Gross moved to adjourn the meeting at 6:11 PM. Commission Member Adelman seconded the motion.

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

Prepared and Submitted by _____
Kim Perry, Secretary