

**SOLON CIVIL SERVICE COMMISSION**  
**June 4, 2013 – 7:02 p.m.**

**PRESENT:** Commission Members Caplan, Doberstyn and Huml, Human Resources Coordinator Vest and Secretary Perry

**APPROVAL OF MINUTES AND PAYROLL**

Mrs. Caplan moved to approve the minutes of May 23, 2013 as presented by Secretary Perry. Mr. Doberstyn seconded the motion.

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

Mr. Huml moved to approve the Payroll of May 31, 2013. Mr. Doberstyn seconded the motion.

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

**REVIEW OF PAYROLL CHANGE/RATE SHEETS**

The Commission reviewed and signed the available Payroll Change/Rate Sheets. No action was taken by the Commission.

**POLICE DEPARTMENT**

Classified Order from Chief Viland acknowledging the resignation of Auxiliary Officer Richard Roberts effective May 31, 2013. No action was taken by the Commission.

Classified Order from Chief Viland acknowledging the hiring of Auxiliary Officer Demetrius Madison effective May 28, 2013. No action was taken by the Commission.

Memo from Chief Viland dated June 4, 2013 requesting a non-competitive examination for the position of full time dispatcher due to the retirement announcement of Jon Ockunzzi. Director Cornhoff noted there is a pool of four part-time, fully trained dispatchers currently employed with the City of Solon.

Mr. Huml moved to authorize Chief Viland to accept applications from the current pool of part-time dispatchers and to invite his final selection to attend the July 9, 2013 meeting along with a diagram of the criteria used in making his final selection. Mr. Doberstyn seconded the motion.

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

**FIRE DEPARTMENT**

Through Secretary Perry, Chief Shaw requested clarification about Ohio Revised Code 124.42 Firefighter qualifications. This matter is being referred to Law Director Lobe for further research and appropriate case law.

**RULES AND REGULATIONS REVIEW**

The Secretary noted she has contacted the firm of Clemans, Nelson & Associates, Inc. to prepare a quote to update the Rules and Regulations.

There being no further business to discuss, Mr. Huml moved to adjourn the meeting at 7:23 p.m. Mrs. Caplan seconded the motion.

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

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