

MINUTES OF THE CIVIL SERVICE COMMISSION MEETING
February 24, 2021 – 8:00 A.M.

Members Present: Chairman Jan Naso
Commissioner Tom Kot (virtual)
Commissioner Christine Higham

Non-Members Present: Mayor Kline
Police Chief Williams
Director of Law Raber (virtual)
Director of Administration Dr Cooper
Director of Public Service Rorar
Human Resource Administrator Stritch

The February 24, 2021 Civil Service Commission meeting was called to order. Minutes of the December 23, 2020 meeting were approved as published.

Chairman Naso acknowledged correspondence from Director of Public Service Mike Rorar to terminate the current eligibility list for PT/FT General Laborer from exams that were given on October 30, 2019 and March 11, 2020. Those lists were combined and he's now asking to terminate that list before the new one is certified. **Mr. Naso: I make a motion to terminate that list. Motion was seconded and passed with no discussion.** Mr. Naso mentioned the PT/FT General Laborer Exam that was given on February 16, 2021 and that there were four applicants that all showed up and passed the exam. **Mr. Naso: So, I move to certify the eligibility list from the February 16, 2021 exam for PT/FT General Laborer. Motion was seconded and passed with no discussion.** Copies of the applications were given to Mr. Rorar a few days ago so that he could begin the interviews.

Chief Williams explained that he has tried to reach a standard for things we won't allow candidates to proceed through the background process and would like to share with the Law Department and make sure Civil Service and Police agree with that.

Mr. Naso stated that using the National Testing Network is fine and there is no need to legislate anything for that. He did mention a few things that do need to be legislated such as the twenty-dollar application fee. He said that the removal standards look very good.

The Mayor said he thinks it's a good program to offer and get a pool of candidates from a national test. He also stated that it's nothing to do with Pat Ramsey who's done a great job for us.

Mr. Naso asked the Chief about how the agility tests were going to be in the future. The Chief answered that they would continue accepting the certificates from the colleges until they are in the full flow of the National Testing Network and then make the transition.

Mr. Naso reiterated that at this point the certificates would be accepted as well as the Police Department performing their own agility test and the Chief agreed.

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Mr. Naso stated that it's going to open up like Commissioner Kot said for people all over the State that don't know tests are being given. He talked about making changes in regard to using the top ten to top 25% of candidates on the eligibility list and asked the Chief if he were going to schedule that once you go through the Law Department? The Chief responded yes, after a series of paperwork and obtaining the Mayor's signature.

Mr. Naso asked who would be doing the posting. The Chief told him the Network had asked that he share one with them. The Chief asked for the Commission's input. Mr. Naso said that he could work with the clerk on that.

Revisions to Ordinance 50-2019 were discussed. The language regarding the application fee would change because of the National Testing Network's fee being different from the standard Civil Service Application Fee of \$20. Also, the language regarding the top ten names or the top 25%, whichever is greater would be changed. It was agreed by all that the Veteran's Preference would be kept at 5%.

Mr. Naso: I will make a motion to accept the revisions that will take place in Ordinance 50-2019 and to a new ordinance that will have a new number in 2021. Motion was seconded and passed with no further discussion.

For the record, Mayor Kline addressed the Chairman to state that this was a Civil Service Commission meeting located at 46 North Avenue in Council Chambers and that Mr. Kot and Mrs. Raber were present via Microsoft Teams and that it was opened to the public to come to City Hall and nobody showed up.

Meeting adjourned at 8:20 a.m.

An audio file of this meeting is available in the Civil Service office.

Jan T. Naso, Chairman

Civil Service Commission
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