



CITY OF FAIRVIEW PARK

20777 Lorain Road
Fairview Park, Ohio 44126-2018

— Established in 1910 —

Eileen Ann Patton
Mayor

Civil Service Commission
Gregory Kowalski, Chairman
Richard Dunson, Commissioner
Peter Evanko, Commissioner

Matthew Hrubey, Secretary

MINUTES

FAIRVIEW PARK CIVIL SERVICE COMMISSION

Fairview Park City Hall, 20777 Lorain Road

Thursday, November 10, 2016

Call to Order & Roll Call

The meeting was called to order by Chairman Kowalski at 7:10 pm.

Members present included Chairman Gregory Kowalski, Commissioner Richard Dunson, Commissioner Peter Evanko, and Secretary Matthew Hrubey. Police Chief Erich Upperman and Fire Chief Tony Raffin were also present.

Review and Approve: Past Meeting Minutes

Dunson motioned to accept the minutes for the Civil Service Commission meeting on May 2, 2016 without revision. Evanko seconded the motion and it was approved unanimously.

Presentation: Fire and Police Department Personnel Updates

Chief Raffin and Chief Upperman provided updates on the expected civil service needs in their departments for the remainder of 2016 and 2017.

The expiration dates for active eligibility lists are as follows:

- Fire Entrance List: November 21, 2017
- Police Entrance List: July 6, 2017
- Police Sergeant List: May 2, 2018

Discussion: Staleness of Eligibility Lists

Civil service has changed as candidates become more educated and the number of candidates continues to decline. Staleness is now a legitimate concern. Steps have been taken locally and by the state to address this issue. Years previous the Fairview Park Civil Service Commission amended its rules to allow eligibility lists to be scrapped after one year with provocation. This option has been used twice, once for each safety department. Ohio Revised Code §124.27 also now permits civil service commissions to certify the 25% of candidates for consideration of appointment, not just the top 10.

Discussion: Qualifications for Removal of Candidates from Eligibility Lists

Chief Raffin expressed concern that Fairview Park's civil service rules are not flexible enough to allow for the removal of candidates from entry-level eligibility lists. The result is an inability to hire the best candidates possible. A lengthy discussion ensued regarding how the civil service process can be adjusted to better meet the needs of the community as well as the limitations placed on the Commission by the Ohio Revised Code. Kowalski will engage Law Director Bill McGinty for a legal opinion on the matter. Hrubey will research other civil service commissions and how/if their rules permit the removal of candidates on eligibility lists.

Evanko motioned to revise Rule VII, Section 2 of Fairview Park's civil service rules to comply with Ohio Revised Code Section 124.27. This amendment will allow the Commission to certify the top 25% or top 10 eligible candidates for consideration of appointment, whichever is greater. Dunson seconded the motion and it was approved.

Miscellaneous

Hrubey reported Evanko's term expires December 31, 2016. He will notify Mayor Patton.

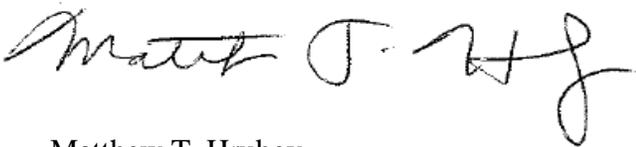
No promotional examinations are anticipated in 2017. Hrubey will communicate this to the Finance Department for budget purposes.

Adjournment

Dunson motioned to adjourn. Evanko seconded and the motion was approved. The meeting was adjourned at 8:20 pm.

Minutes approved: **March 2, 2017**

Respectfully submitted,



Matthew T. Hrubey
Secretary