

**OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
July 1, 2015 @ 1 p.m.**

A regular meeting of the Toledo Civil Service Commission was held at the time and place specified above.

Present: Commission President Dr. Marjorie L. Holt
Commission Member Wilma D. Brown
Commission Member Justice G. Johnson, Jr., Esq.
Erica S. Powell, Secretary-Civil Service Commission
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 1
Natalie Manoogian, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of June 17, 2015. A motion to approve the minutes was made, seconded and approved unanimously at the July 1, 2015 regular meeting.

ANNOUNCEMENTS:

- 2014-00068 Instrumentation Technician (NCR) announce Thursday, July 2, 2015 to Wednesday, July 8, 2015
- 2015-00456 Duplicating Technician (NCR) announce Thursday, July 2, 2015 to Wednesday, July 8, 2015
- 2015-00459 Secretary 2 (CR) announce Thursday, July 2, 2015 to Sunday, July 12, 2015
- 2015-00487 Traffic Signal Technician (NCP/NCR) announce Thursday, July 2, 2015 to Friday, July 24, 2015
- 2015-00490 Administrative Analyst 1 (Employee Relations) (NCP/NCR) announce Thursday, July 2, 2015 to Friday, July 10, 2015

ELIGIBLE LISTS:

Established 2015 Police Officer Eligible List - (See attached Report)

- 2015-00048 Administrator-Public Services 1 (Water Treatment Maintenance) (NCP/NCR) add Berardinelli, Dunn, Jones, Sr., Norman and Ray
- 2015-00410 Manager-Public Services (Sewer and Drainage) (NCP) add Badreddine, Harris, Mossing, Phillips and Warnka

CLASSIFICATION REPORTS:

Safety and Training Specialist (New) (Division of Utilities Administration) (NM) - **Approved**

Safety and Training Specialist (Revise) (Division of Utilities Administration) (NM) - **Approved**

OTHER:

RCA – Re-Establish Eligible List – Instrumentation Technician (KM)

Staff requests that the Commission approve the Instrumentation Technician Non-Competitive Recruitment eligible list be re-established.

After review and discussion, the Commission approved Staff’s request to re-establish the eligible list for Instrumentation Technician.

RCA – Appeal of Rejection of Application for Manager - Public Services (Sewer and Drainage Services) – Andrew Monticure (KM)

Andrew Monticure has appealed the rejection of his application for Manager – Public Services (Sewer and Drainage Services) for not meeting the experience requirement. Based upon the information provided, Staff recommends that the Commission deny the appeal of Mr. Andrew Monticure and uphold the rejection of his application for the position of Manager – Public Services (Sewer and Drainage Services) stating that he does not meet the minimum experience requirements.

After review and discussion, the Commission denied the appeal of Mr. Andrew Monticure and upheld the rejection of his application for Manager-Public Services (Sewer and Drainage Services) due to not meeting the minimum experience requirements.

RCA – Certification of Names from Systems Analyst List (JC)

Staff request that the eligible list for Data Communications Specialist be used for the vacant Systems Analyst position allowing those candidates who meet the minimum qualifications for Systems Analyst to be considered for that position. Staff also requests that the interview scores for Data Communications Specialist be used for Systems Analyst.

After review and discussion, the Commission approved the request to use the Data Communications Specialist eligible list to allow those candidates who meet the minimum qualifications for Systems Analyst to be considered per Civil Service Rule 60.09. The Commission also approved the request to use the interview scores for Data Communications Specialist to be used for Systems Analyst.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

None

EXTENSIONS:

None

HEARINGS:

None

There being no further business, the meeting adjourned at 1:22 p.m.