

**OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
February 18, 2015 @ 2 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 – Excused Absence
Commission Member Justice G. Johnson, Jr., Esq.
Erica S. Powell, Secretary-Civil Service Commission
Ronald Navarro, Acting Manager-Administrative Services
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of February 5, 2015. A motion to approve the minutes was made, seconded and approved unanimously at the February 18, 2015 regular meeting.

ANNOUNCEMENTS:

2014-00275 Systems Analyst (NCP/NCR) announce Thursday, February 19, 2015 to Saturday, February 28, 2015
2014-00293 Data Communications Specialist (NCP/NCR) announce Thursday, February 19, 2015 to Saturday, February 28, 2015
2015-00356 Senior Clerk (CP) announce Thursday, February 19, 2015 to Monday, February 23, 2015

ELIGIBLE LISTS:

1539 Chief-Bargaining and Representation (NCP) add Niedzielski
2014-00309 Secretary 2 add Carter, Cisek, Day, Kruczkowski, Martz, and Roberts
2015-00344 Plumbing Inspector add Arndt, Buchelt, and Lewis
2015-00346 Administrator-Administrative Services 1 (NCP) add Adams, Franckhauser, Powell, and Robson.

CLASSIFICATION REPORTS:

Vacant Utility Worker to Equipment Repair Technician (Div. of Parks, Rec. & Forestry) (Reclassify) (AM) - **Approved**
Vacant Buyer (Revise) (Division of Purchasing) (AM) - **Approved**
Vacant Systems Analyst (Revise) (Department of ICT) (KM) - **Approved**
Vacant Data Communications Specialist (Revise) (Department of ICT) - **Approved**

OTHER:

RCA- Job Announcement (JC)

The Administrator-Administrative Services 1 posting was revised after the approval of the Civil Service Commission on February 5, 2015.

After review and discussion, the Commission approved the revised timeframe that the Administrator - Administrative Services 1 was posted.

RCA – Late Applications – 2015 Police Officer Applications (KM)

Ryan Boden, Nick Ort, Taylor Woods and Syed Hasan are requesting that they be allowed to submit a late application for the position of Police Officer. All potential applicants, including Mr. Boden and Mr. Ort had ample time to complete an application. Therefore, Staff recommends not accepting the late applications for Mr. Ryan Boden, Mr. Nick Ort, Mr. Taylor Woods and Mr. Syed Hasan.

After review and discussion, the Commission denied the acceptance of late applications for Ryan Boden, Nick Ort, Taylor Woods and Syed Hasan as recommended.

RCA – Rejection of Application for 2015 Police Officer – Richard Torres (KM)

Richard Torres' application for the position of Police Officer was rejected for not meeting the age requirements. Therefore, Staff recommends upholding the rejection of application for not meeting the age requirements for Richard Torres.

After review and discussion, the Commission upheld the rejection of application for Richard Torres due to not meeting the age requirements for the position of Police Officer.

RCA – Alternate Test Dates for 2015 Police Officer Examination (KM)

Several applicants have requested alternate test dates for the 2015 Police Officer Examination due to military obligations, reasonable accommodations or other reasons. The examination is scheduled for February 28, 2015. Based on the information provided, Staff recommends that requests for alternate test dates be approved or not approved based on reasons listed.

After review and discussion, the Commission approved the military requests for Jimmy Kassis, Ryan Starts, Kyle Plumley and Josiah Britner.

If proper military documentation is provided before the test date of February 28, 2015, the Commission has approved the request for an alternate test for Jonathan Hummel.

After review and discussion, the Commission has approved alternate test dates for ADA accommodation for Elizabeth Gwin, James Pursley and Dominick Flores.

If proper ADA documentation is provided before the test date of February 28, 2015, the Commission has approved an alternate test date for Conner Kelsey, Jodie Lytle and Adonis Miller.

After review and discussion, the Commission approved the request for Daniel Simmons for an “other” alternate test date.

After review and discussion, the Commission has denied the request for “other” alternate test dates for Robert Wooley, Darryl Burke II, Mackenzie Tomasik, Johnathan Heer, Jacob Heer, Nicholas Schumaker, Eric Taylor and Christian Reyes.

OTHER: (continued)

RCA – Alternate Test Dates for 2015 Police Officer Examination (KM)

Several applicants have requested alternate test dates for the 2015 Police Officer Examination due to military obligations, reasonable accommodations or other reasons. The examination is scheduled for February 28, 2015. Based on the information provided, Staff recommends that requests for alternate test dates be approved or not approved based on reasons listed.

If proper military or ADA accommodation is received before the test date of February 28, 2015, the Commission has approved the request of an alternate test date for Maria Bofia, Terrance Reid and Tiffany Robinson.

RCA – Rejection of Application for Administrator-Public Services 2 (Operator of Record) – Anthony Berardinelli (KM)

Anthony Berardinelli has appealed the rejection of his application for Administrator-Public Services 2 (Operator of Record) for not meeting the experience requirement. Based upon the information provided, Staff recommends that the Commission deny the appeal of Mr. Anthony Berardinelli and uphold the rejection of his application, stating that he does not meet the minimum experience requirements for the position of Administrator-Public Services 2 (Operator of Record).

After review and discussion, the Commission did not make a decision pertaining to the appeal of rejection of application for Anthony Berardinelli. The Commission has requested that the Division of Water Treatment revisit the job specification for Administrator-Public Services 2 (Operator of Record).

INFORMATIONAL PURPOSES:

None

APPEARANCES:

None

EXTENSIONS:

None

HEARINGS:

None

There being no further business, the meeting adjourned at 2:28 p.m.