

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
August 26, 2015 @ 1:30 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
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 1
Natalie Manoogian, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of August 12, 2015. A motion to approve the minutes was made, seconded and approved unanimously at the August 26, 2015 regular meeting.

ANNOUNCEMENTS:

- 2015-00462 Permit Technician (NCP/NCR) announce Thursday, August 27, 2015 to Sunday, September 27, 2015
- 2015-00464 Building Inspector (NCP/NCR) announce Thursday, August 27, 2015 to Sunday, September 27, 2015
- 2015-00510 Professional Engineer (NCP/NCR) announce Thursday, August 27, 2015 to Thursday, September 24, 2015
- 2015-00533 Tree Service Worker (CP/CR) announce Thursday, August 27, 2015 to Sunday, September 27, 2015
- 2015-00534 Forestry Crew Leader (CP) announce Thursday, August 27, 2015 to Monday, August 31, 2015
- 2015-00535 Supervisor-Forestry (CP) announce Thursday, August 27, 2015 to Monday, August 31, 2015

ELIGIBLE LISTS:

- 2015-00468 Foreman –Water Distribution System (CP) add Loy, Teran, Alford and Elston
- 2015-00504 Senior Environmental Specialist (NCP) add Berardinelli, Callaghan, Plenzler, Rice, Rush, Slawinski and Towns
- 2015-00526 Engineering Technician (NCP/NCR) add Czekaj, Dickman, Henninger, Herrera, Lalond, Wirick and Wright

CLASSIFICATION REPORTS:

- Administrative Specialist to Administrative Operations Officer (Reclassify) (Division of Transportation)(AM) - **Approved**
- Administrator-Public Services 2 (New) (Division of Environmental Services) (NM) - **Approved**
- Administrator-Public Services 2 (New) (Division of Sewer and Drainage Services) (NM) - **Approved**
- Administrator-Public Services 2 (New) (Division of Water Distribution) (NM) - **Approved**

OTHER:

RCA – Permanent Appointee After Two (2) Years – Fred Bell, Jr. (NM)

Staff recommends that Mr. Fred Bell, Jr. be eligible for permanent placement in the General Foreman – Water Distribution System position in accordance with Civil Service Rule 60.15.

After review and discussion, the Commission deemed Mr. Fred Bell, Jr. qualified for the position of General Foreman – Water Distribution System based on his years of continuous service in the position per Civil Service Rule 60.15.

RCA – Voluntary Demotion – Tricia St. Meyers (NM)

Tricia St. Meyers, Police Communications Specialist has requested a voluntary demotion to the Water Dispatcher classification. Ms. Meyers began her employment with the City of Toledo in the Water Dispatcher position and was an exemplary employee. This voluntary demotion is not for disciplinary actions; rather Ms. St. Meyers is having difficulty handling the demand and stress of the Police Communications Specialist position. Therefore, Staff requests that the Civil Service Commission deem Ms. St. Meyers qualified to perform the job duties of Water Dispatcher.

After review and discussion, the Commission granted the Voluntary Demotion request for Ms. Tricia St. Meyers and deemed her qualified to perform the job duties of Water Dispatcher.

RCA – Removal from Eligible List – Watermain and Service Repair Worker (JC)

The eligible list for Watermain and Service Repair Worker was established at the last Commission meeting on August 12, 2015. The eligible list had thirteen (13) names on it, which included Vincent Mann. Mr. Mann notified Staff that he would not attend the interview for Watermain and Service Repair Worker scheduled for July 22, 2015. Since Mr. Mann did not attend the interview and had no interview score, his name should not have been placed on the competitive eligible list. Mr. Mann was never notified that his name was placed on the competitive eligible list and the eligible list posted on the City of Toledo's website did not include his name. Therefore, Staff is requesting that Mr. Mann's name be removed from the eligible list that was established on August 12, 2015 for Watermain and Service Repair Worker.

After review and discussion, the Commission granted the removal of Mr. Mann's name from the Watermain and Service Repair Worker eligible list that was established on August 12, 2015.

RCA – Rejection of Application for the Position of Supervisor-Utility Administration–Judi Ragans-Williams (KM)

Judi Ragans-Williams is requesting to submit a late application for the position of Supervisor – Utility Administration. Based on the provided information, Staff recommends that Ms. Ragans-Williams' request be denied.

After review and discussion, the Commission did not grant the acceptance of late application for Ms. Judi Ragans-Williams for the position of Supervisor – Utility Administration.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

Michael Hammer – Disqualification of Eligible Hearing – **September 16, 2015 at 2 p.m.**

Samuel Loy, Jr. - Rejection of Application – Administrator – Public Services 1 (UA) - **September 2, 2015 at 2 p.m.**

EXTENSIONS:

Utility Worker Eligible List – Expires: 9/1/2015 - Request for Six (6) Month Extension – **Approved – Expires: 3/1/2016**

HEARINGS:

2015 Police Officer Background Pre-Assessments Appeals – **Wednesday, August 26, 2015 – 1:30 p.m.**

Appearances

Dale Cliché, Jr. (w/ attorney)
Michael Gorski
Andrew LaCourse
Nicholas McGill
Jacob Peacock (w/ attorney)

Written Appeals

Corey Jutte
Isabel Leck

2015 Police Officer Background Pre-Assessments Appeals – **Wednesday, September 2, 2015 – 1:30 p.m.**

Appearance

Zachary Gwozdz

There being no further business, the meeting adjourned at 3:20 p.m.