

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
January 20, 2016 2:00 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.
Victoria Coleman, Manager-Administrative Services
Erica S. Powell, Secretary-Civil Service Commission
Joshua Curry, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of January 6, 2016. A motion to approve the minutes was made, seconded and approved unanimously at the January 20, 2016 Regular Meeting.

ANNOUNCEMENTS:

- 2015-00600 Senior Professional Engineer (Water Distribution) (NCP) announce Thursday, January 21, 2016 to Saturday, January 23, 2016
- 2015-00612 General Foreman – Sewer Maintenance (CP) announce Thursday, January 21, 2016 to Monday, January 25, 2016
- 2016-00003 Administrative Analyst 3 (Utilities Administration/Public Relations) (NCP) announce Thursday, January 21, 2016 to Monday, January 25, 2016
- 2016-00010 Administrative Analyst 1(Employee Relations) (NCP/NCR) announce Thursday, January 21, 2016 to Friday, January 29, 2016
- 2016-00032 Clerk Specialist II (Parks, Recreation & Forestry; Neighborhoods) (CP/CR) announce Thursday, January 21, 2016 to Saturday, January 30, 2016

ELIGIBLE LISTS:

- 2015-00587 Water Control Room Operator (NCP/NCR) add Lorton, Moline and Schmidt
- 2015-00614 Administrative Specialist 2 (AA/CC) (NCP/NCR) add Adams, Amborski, Angelo, Barker, Bell, Brooks, Brownfield, Crumby, Ellis-Manning, Erford, Glenn, Golliday, Gomes de Souza, Hammer, Hauk, Hill, Hillyer, Jackson, Jacobiak, Johansen, Johnson, Karabogias, King, MAnders, McLaurine, Melvin, Mitchell, Moore, Morgan, O’Shea, Ohl, Palermo, Pollock, Russell, Szentkiralyi, Thomas, Thomson, Veith, Washington, Watkins, Watson, Williams, and Wright
- 2016-00005 Manager-Public Services (Sewer & Drainage Services) (NCP) add Badreddine, Hanf, Mossing, Phillips, Ruffell, Warnka and Wood

CLASSIFICATION REPORTS:

None

OTHER:

RCA – Remain on Current Police Officer Eligible List (KM)

Cheryl Myers and Katelyn Thomas were contacted by the Department of Human Resources to schedule a structured oral interview for the position of Police Officer. At this time, they have opted out of the process; however, they would like to remain on the current eligible list for the position of Police Officer, in order to be considered in the event another certification is made. Staff recommends that Ms. Myers and Ms. Thomas remain on the current eligible list for Police Officer.

After review and discussion, the Commission approved the requests of Ms. Myers and Ms. Thomas' names to remain on the current eligible list for Police Officer.

RCA – Appeal of Rejection of Application for Maintenance Worker I – Kenya Brown (KM)

Kenya Brown has appealed the rejection of her application for the position of Maintenance Worker I for not meeting the experience requirements. Based on the information provided, Ms. Brown does meet the minimum experience requirements as stated on the job announcement. Therefore, Staff recommends that the Commission grant her appeal and deem her application as qualified.

After review and discussion, the Commission granted the appeal of Ms. Kenya Brown and deemed her application as qualified for the position of Maintenance Worker I.

RCA – Appeal of Rejection of Application for Building Inspector (PMZI) – Debra Rodriguez Dickerson (KM)

Debra Rodriguez Dickerson has appealed the rejection of her application for the position of Building Inspector (Property Maintenance and Zoning Inspector) for not meeting the minimum requirements. Based on information provided, Ms. Rodriguez Dickerson does not meet the minimum requirements as stated on the job announcement. Therefore, Staff recommends that the Commission deny Ms. Rodriguez Dickerson's appeal and uphold the rejection of her application, stating she does not possess a certification from either the International Code Council or the State of Ohio.

After review and discussion, the Commission denied the appeal of Ms. Rodriguez Dickerson and upheld the rejection of her application for the position of Building Inspector (Property Maintenance and Zoning Inspector), stating she does not possess a certification from either the International Code of Council or the State of Ohio.

RCA – Appeal of Rejection of Application – Manager - Public Services (Sewer & Drainage Services) – Andrew Monticure (JC)

Andrew Monticure has appealed the rejection of his application for Manager-Public Services (Sewer & 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 & 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 the position of Manager-Public Services (Sewer & Drainage Services), stating he does not meet the minimum experience requirements.

OTHER:

RCA – Disqualification of Eligible – Richard Arledge, Christopher Carroll, Brian Smouthers (JC)

There are three (3) applicants that are thirty-five (35) years of age or older on the eligible list for the position of Police Officer. No appointments have been made to the academy off of the current eligible list. Therefore, all three (3) of these individuals exceed the maximum hiring age for the position of Police Officer. Based on the facts, Staff recommends to the Commission that Richard Arledge, Christopher Carroll and Brian Smouthers be disqualified and removed from the eligible list for the position of Police Officer, pursuant to Civil Service Rule 60.00, Section 60.03 “Disqualification of Eligible” and Section 60.05 “Removal from Eligible List” and lastly, Civil Service Rule 40.03B “Age Limits”.

After review and discussion, the Commission approved the disqualifications and removal of Richard Arledge, Christopher Carroll and Brian Smouthers from the eligible list for Police Officer, pursuant to Civil Service Rule 60.00, Section 60.03 and Section 60.05 and Civil Service Rule 40.03B.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

Andrew Monticure requests an appearance regarding the rejection of his application

Civil Service Commission approved the request of Mr. Monticure to appear on Wednesday, February 3, 2016 @ 2 p.m.

EXTENSIONS:

Police Captain Eligible List – 3rd Extension requested - Eligible List Established: 7/30/2014; Expires: 7/30/2016
Approved

Duplicating Technician – request to extend eligible list to February 17, 2016 - *** **(Correction made from 1/6/2016)**

HEARINGS:

Notice of Appeal Hearing – Stephen Leggett on Wednesday, February 17, 2016 at 2:00 p.m.

There being no further business, meeting adjourned at 2:25 p.m.