

**OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
September 7, 2016 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
Commission Member Justice G. Johnson, Jr., Esq.
Victoria Coleman, Manager-Administrative Services
Erica S. Powell, Secretary-Toledo Civil Service Commission
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of August 17, 2016. A motion to approve the minutes was made, seconded and approved unanimously at the September 7, 2016 Regular Meeting.

ANNOUNCEMENTS:

2016-00169 Fire Fighter (CR) announce Thursday, September 15, 2016 to Thursday December 15, 2016

ELIGIBLE LISTS:

2015-00588 Water Control Room Operator (NCP) add Mutchler

2016-00031 Supervisor-Utility Administration (CP/CR) add Crumby, Ridley, Ragans-Williams, Lewis, White, Kimble, Smith and Moton

2016-00044 Senior Professional Engineer (NCP/NCR) add Bartlett, Bockstahler, Garvey, Gurcsik, Huss, Selorst and Sharabi

2016-00065 Senior Water Control Room Operator (NCP/NCR) add Boyles, Jeffires, Johnson, Rieger Sasquach and Zolnai

2016-00144 Administrative Specialist (NCP) add Andray-Watkins, Boyer, Contreras-Harris, Daniel, Ellis-Manning, Florinchi, Fowler, Heck, Kolb, Kruczkowski, Kusz, Lopez, Macke, Moore, Parcher, Smith, Thomson, Tipton, Welch and Williams

CLASSIFICATION REPORTS:

None

OTHER:

RCA – Permanent Appointment After Two (2) Years – Michal Lammie (JC)

Staff recommends that Michael Lammie be eligible for permanent placement in the Data Communication Specialist position in accordance with Civil Service Rule 60.15.

After review and discussion, the Commission approved the permanent placement of Michael Lammie to the position of Data Communication Specialist in accordance with Civil Service Rule 60.15.

OTHER:

RCA – Appeal of Rejection of Application for Police Data Control Clerk – Dawn Florinchi (KM)

Dawn Florinchi has appealed the rejection of her application for Police Data Control Clerk for not meeting the experience requirement. Based upon the information provided, Staff recommends that the Commission uphold the rejection of Ms. Dawn Florinchi's application for the position of Police Data Control Clerk stating she does not meet the minimum experience requirements.

After review and discussion, the Commission denied the appeal of Ms. Dawn Florinchi and upheld the rejection of her application for the position of Police Data Control Clerk stating she does not meet the minimum experience requirements.

RCA – Request for a Late Application for Administrative Specialist – Mary Schneider - (KM)

Mary Schneider is requesting to submit a late application for the position of Administrative Specialist. Staff recommends that Ms. Schneider's request to submit a late application be denied.

After review and discussion, the Commission denied the request of Ms. Schneider to submit a late application for the position of Administrative Specialist.

RCA – Appeal of Rejection of Application for Administrative Specialist 3 (Diversity and Inclusion) – Judi Ragans-Williams (JC)

The application of Judi Ragans-Williams for Administrative Specialist 3 (D&I) was rejected due to not meeting the minimum experience requirements. Based on the information received, Staff recommends that the appeal of Ms. Ragans-Williams be denied and the Commission uphold the rejection of her application stating she does not meet the minimum requirements for the position of Administrative Specialist 3 (D&I).

After review and discussion, the Commission denied the appeal of Ms. Judi Ragans-Williams and upheld the rejection of her application for the position of Administrative Specialist 3 (Diversity and Inclusion) stating she does not meet the minimum requirements.

RCA- Request for a Late Application for Foreman-Sewer Construction and Maintenance –Marsha Jones-Barnes (JC)

Marsha Jones-Barnes is requesting to submit a late application for the position of Foreman-Sewer Construction and Maintenance. Based on the information provided, Staff recommends that Ms. Jones-Barnes' request be granted and allow her to submit an application for the position.

After review and discussion, the Commission granted the request of Ms. Marsha Jones-Barnes and will allow her to submit a late application for the position of Foreman-Sewer Construction and Maintenance.

OTHER:

RCA – Disqualification of Eligible – Heavy Equipment Operator – Jason Price (JC)

Former City of Toledo employee, Jason Price, applied to the position of Heavy Equipment Operator. Based on the information provided in his appeal, Mr. Price could potentially be placed on the competitive eligible list for the position of Heavy Equipment Operator. However, Mr. Price departed his employment while under a Last Chance Agreement and had an extensive disciplinary history during his tenure which, for just and reasonable cause, indicates that he should be disqualified from the recruitment process for the position of Heavy Equipment Operator. Based on the facts and analysis below, it is recommended to the Commission that Mr. Price be notified and be given an opportunity to be heard regarding his disqualification for appointment per Civil Service Rule 60.00, Section 60.03 “Disqualification of Eligible” and the removal of his name from the eligible list per Section 60.05 “Removal From Eligible List”. A hearing date will be scheduled.

After review and discussion, the Commission approved the request to have Mr. Price’s name removed from the Heavy Equipment Operator eligible list in accordance with Civil Service Rule 60.00, Section 60.03 “Disqualification of Eligible” and Section 60.05 “Removal from Eligible List”. A hearing will be scheduled.

RCA – Disqualification of Eligible – Heavy Equipment Operator – Keith Tipton (JC)

Former City of Toledo employee, Keith Tipton, applied to the position of Heavy Equipment Operator. Based on the information provided in his application, Mr. Tipton could potentially be placed on the competitive eligible list for the position of Heavy Equipment Operator. However, Mr. Tipton departed his employment while under a Last Chance Agreement and had an extensive disciplinary history during his tenure which, for just and reasonable cause, indicates that he should be disqualified from the recruitment process for the position of Heavy Equipment Operator. Based on the facts and analysis below, it is recommended to the Commission that Mr. Tipton be notified and be given an opportunity to be heard regarding his disqualification for appointment per Civil Service Rule 60.00, Section 60.03 “Disqualification of Eligible” and the removal of his name from the eligible list per Section 60.05 “Removal From Eligible List”. A hearing date will be scheduled.

After review and discussion, the Commission approved the request to have Mr. Tipton’s name removed from the Heavy Equipment Operator eligible list in accordance with Civil Service Rule 60.00, Section 60.03 “Disqualification of Eligible” and Section 60.05 “Removal from Eligible List”. A hearing will be scheduled.

RCA – Appeal of Rejection of Application for Heavy Equipment Operator – Dannie Young, III (JC)

The application for Dannie Young, III for Heavy Equipment Operator was rejected for not meeting the minimum experience requirements and for not having the required Class A CDL. Based on the information received, Staff recommends to the Commission that his appeal be denied and uphold the rejection of his application stating he does not meet the minimum experience requirements and does not possess the required Class A CDL for the position of Heavy Equipment Operator.

After review and discussion, the Commission denied the appeal and upheld the rejection of Mr. Dannie Young, III stating he does not meet the minimum experience requirements and does not possess the required Class A CDL. In addition, the Commission denied the request for an appearance.

RCA – Request for Voluntary Demotion – Chemist/Bacteriologist - Michael Plenzler (JC)

Michael Plenzler, Senior Chemist/Bacteriologist at the Division of Water Treatment, has requested a voluntary demotion to the position of Chemist/Bacteriologist at the Division of Environmental Services. Based on the information provided, Staff recommends that the Civil Service Commission deem Mr. Plenzler qualified to perform the job duties of Chemist/Bacteriologist and grant his request for a voluntary demotion pursuant to Civil Service Rule §70.02.

After review and discussion, the Commission granted the request of Mr. Michael Plenzler for a voluntary demotion pursuant to Civil Service Rule 70.02.

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OTHER:

RCA – Request for Voluntary Demotion – Environmental Specialist - Michael Plenzler (JC)

Michael Plenzler, Senior Chemist/Bacteriologist at the Division of Water Treatment, has requested a voluntary demotion to the position of Environmental Specialist at the Division of Environmental Services. Based on the information provided, Staff recommends that the Civil Service Commission deem Mr. Plenzler qualified to perform the job duties of Environmental Specialist and grant his request for a voluntary demotion pursuant to Civil Service Rule §70.02.

After review and discussion, the Commission granted the request of Mr. Plenzler for a voluntary demotion pursuant to Civil Service Rule 70.02.

RCA – Request for Voluntary Demotion – Chemist/Bacteriologist – Anthony Berardinelli (JC)

Anthony Berardinelli, Senior Chemist/Bacteriologist at the Division of Water Treatment, has requested a voluntary demotion to the position of Chemist/Bacteriologist at the Division of Environmental Services. Based on the information provided, Staff recommends that the Civil Service Commission deem Mr. Berardinelli qualified to perform the job duties of Chemist/Bacteriologist and grant his request for a voluntary demotion pursuant to Civil Service Rule §70.02.

After review and discussion, the Commission granted the request of Mr. Berardinelli for a voluntary demotion pursuant to Civil Service Rule 70.02.

RCA – Request for Voluntary Demotion – Environmental Specialist – Anthony Berardinelli (JC)

Anthony Berardinelli, Senior Chemist/Bacteriologist at the Division of Water Treatment, has requested a voluntary demotion to the position of Environmental Specialist at the Division of Environmental Services. Based on the information provided, Staff recommends that the Civil Service Commission deem Mr. Berardinelli qualified to perform the job duties of Environmental Specialist and grant his request for a voluntary demotion pursuant to Civil Service Rule §70.02.

After review and discussion, the Commission granted the request of Mr. Anthony Berardinelli for a voluntary demotion pursuant to Civil Service Rule 70.02.

RCA – Appeal of Results of FEAT – Michelle Morrison, Christina Martin and Renee Easler (KM)

There are three (3) Fire Fighter Candidates who were administered the Fire Fighter physical ability test (FEAT) on Monday, August 29, 2016, Wednesday, August 31, 2016 and Friday, September 2, 2016. Michelle Morrison, Christina Martin and Renee Easler were unsuccessful in completing the FEAT examination and all three (3) have submitted their concerns in writing to Human Resources. Staff recommends that the Commission uphold the decisions for all three (3) candidates as they were unsuccessful in completing the FEAT examination as required.

After review and discussion, the Commission upheld the decisions for all three (3) candidates as they were unsuccessful in completing the FEAT examination as required.

INFORMATIONAL PURPOSES:

2016 Fire Fighter Class scheduled to be sworn-in on Friday, September 9, 2016 at 9 a.m.

APPEARANCES:

None

EXTENSIONS:

Fire Communications Specialist – Request for 2nd Six (6) Month Extension – List Expires: 9/16/2016 - **Granted**

HEARINGS:

None

There being no further business, the meeting adjourned at 2:40 p.m.