

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
October 19, 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 – Excused Absence
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 1

Review and approval of minutes from Regular Meeting of October 5, 2016. A motion to approve the minutes was made, seconded and approved unanimously at the October 19, 2016 Regular Meeting.

ANNOUNCEMENTS:

- 2016-00046 Plumbing Inspector (NCP/NCR) announce Thursday, October 20, 2016 to Monday, October 24, 2016
- 2016-00130 Water Reclamation Operator (NCP/NCR) announce from Thursday, October 20, 2016 to Thursday, November 3, 2016
- 2016-00160 Chemist/Bacteriologist (20) (NCP/NCR) announce from Thursday, October 20, 2016 to Thursday, November 3, 2016
- 2016-00171 Senior Supervisor – Water Reclamation Maintenance (NCP) announce from Thursday, October 20, 2016 to Thursday, November 3, 2016

ELIGIBLE LISTS:

- 2016-00141 Foreman – Sewer Construction and Maintenance (CP) add Harris

CLASSIFICATION REPORTS:

Administrative Specialist 3 (Revise) (KM) - **Approved**

OTHER:

RCA – Request for Reinstatement – Building Inspector – Stavros Moraitis (KM)

Former City of Toledo employee, Stavros Moraitis, has requested reinstatement to the classification of Building Inspector (Property Maintenance and Zoning Inspector). Mr. Moraitis' request for reinstatement is timely; therefore, it is recommended that the Commission approve Mr. Moraitis' placement on the Building Inspector (Property Maintenance and Zoning Inspector) reinstatement list pursuant to Civil Service Rule 60.17.

After review and discussion, the Commission approved the reinstatement request for Mr. Stavros Moraitis to the classification of Building Inspector (PMZI).

RCA – Remove Names from Consideration for Police Officer (KM)

At the July 1, 2015 meeting, the attached names were added to the eligible list for the position of Police Officer. When the candidates were contacted for the background process, some candidates requested to be removed from the eligibility list and some candidates failed to reply to the background investigators. Per Civil service Commission Rule 60.05 “Removal from Eligible List”, names may be removed from an eligible list by action of the Commission for the following reasons: request of the eligible and any other just or reasonable cause as determined by the Commission. Based on the above mentioned Civil Service Rule, Staff recommends that the candidates’ names attached be removed from the certified eligible list for the position of Police Officer.

After review and discussion, the Commission approved the removal of twenty-nine (29) names to be removed from the certified Police Officer eligible list.

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

Mr. David Hayden is on the eligible list for Watermain and Service Repair Worker. Based on the information provided, Staff recommends that he be removed from the Watermain and Service Repair Worker eligible list stating he does not meet the minimum requirements of possessing a Class B CDL for the position of Watermain and Service Repair Worker.

After review and discussion, the Commission approved the removal of Mr. David Hayden from the Watermain and Service Repair Worker eligible list stating that he does not meet the minimum requirements.

RCA – Appeal of Rejection of Application – Heavy Equipment Operator– Hugh Riley (JC)

The application for Mr. Hugh Riley for Heavy Equipment Operator was rejected for not meeting the minimum experience requirements. 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 for the position of Heavy Equipment Operator.

After review and discussion, the Commission denied the appeal of Mr. Hugh Riley for the classification of Heavy Equipment Operator stating that he does not meet the minimum experience requirements.

RCA – Disqualification of Eligible – Eight (8) Police Officer Applicants (JC)

There are eight (8) applicants that are thirty-five (35) years of age or older on the eligible list for the position of Police Officer. Therefore, these individuals exceed the maximum hiring age for the position of Police Officer. Based on all of the facts, Staff recommends to the Commission that all eight (8) applicants 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”. It is recommended to the Commission, that all applicants be notified that there is just and reasonable cause to believe that they are not qualified for appointment and their names are subject to removal from the Police Officer eligibility list in accordance with Rule 60.00, Section 60.03.

After review and discussion, the Commission “tabled” the request to disqualify eight (8) applicants from the certified Police Officer eligible list pending further information.

RCA – Disqualification of Eligible – Utility Worker – Nicholas Evans (JC) * Appearance**

Former City of Toledo employee, Nicholas Evans, applied to the position of Utility Worker. Mr. Evans previously held the position of Utility Worker and could potentially be placed on the competitive eligible list for this position. Mr. Evans departed his employment under unfavorable circumstances that, for just and reasonable cause, indicates that he should be disqualified from the recruitment process and eligible list for Utility Worker. Based on the facts and analysis given, it is recommended to the Commission that Mr. Evans 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 eligibility list per Section 60.05 “Removal from Eligible List”. A hearing date will be scheduled.

After review and discussion, the Commission “tabled” the request to disqualify Mr. Nicholas Evans from the position of Utility Worker pending further information.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

Disqualification Appearance – Nicholas Evans (Utility Worker) – Wednesday, October 19, 2016

CSC Appearance - Mary Schneider (Administrative Specialist) – Wednesday, November 2, 2016

EXTENSIONS:

None

HEARINGS:

None

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