

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
June 6, 2018 8:00 a.m.
(Police Officer Background Appeals & Agenda Mtg.)

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.
Michael Niedzielski, Acting Director – Human Resources
Victoria Coleman, Manager – Administrative Services – **Excused Absence**
Erica S. Powell, Secretary-Toledo Civil Service Commission
Kelly Murphy, Administrative Analyst 2
Joshua Curry, Administrative Analyst 2

Review and approval of minutes from Regular Meeting May 16, 2018. A motion to approve the minutes was made, seconded and approved unanimously at the June 6, 2018 Regular Meeting.

ANNOUNCEMENTS:

2018-00092 Staff Professional Engineer (NCP/NCR) announce Thursday, June 7, 2018 to Wednesday, June 27, 2018
2017-00375 Fire Inspector (NCP/NCR) announce Thursday, June 7, 2018 to June 13, 2018
2017-00337 Automotive Service Worker (CP/CR) announce Thursday, June 7, 2018 to Saturday, June 16, 2018
2018-00014 Supervisor-Maintenance and Repair (NCP/NCR) announce Thursday, June 7, 2018 to Saturday, June 16, 2018
2018-00105 Supervisor- Forestry (NCP) announce Thursday, June 7, 2018 to Monday, June 11, 2018
2018-00107 Administrative Services Officer 1(IRS Unit) (NCP) announce Thursday, June 7, 2018 to Tuesday, June 12, 2018
2018-00046 Senior Equipment Repair Technician (CP) announce Thursday, June 7, 2018 to Wednesday, June 13, 2018
2018-00077 Certified Inspector 1 (Electrical) (Continuous-NCP/NCR) announce from Thursday, June 7, 2018
2018-00086 Storekeeper (CP) announce from Thursday, June 7, 2018 to Thursday, June 14, 2018.
2017-00108 Plans Examiner (NCP/NCR) announce from Thursday, June 7, 2018 continuously.
2016-00019 Watermain and Service Repair Worker (CP/CR) announce from Thursday, June 7, 2018 to Thursday, June 21, 2018
2018-00089 Sewer Maintenance Worker (CP/CR) announce from Thursday, June 7, 2018 to Thursday, June 21, 2018
2018-00066 Administrative Analyst 1(Employee Relations) (NCP) announce Thursday, June 7, 2018 to Monday, June 11, 2018

ELIGIBLE LISTS:

2018-00068 Public Services Officer 3 (NCP) add Collins, DuFour, Johnson, Miringu, Warnka
2017-00365 Engineering Associate (Continuous) add Hague and Huon
2017-00065 Traffic Technician (NCP/NCR) add Alcantara, Ashby, Ricica, Tippett, Tracey, Werner and Williams
2017-00208 Bridge Mechanic (NCR) add Wolfe
2018-00008 Building and grounds Maintenance Worker (CP/CR) add Liddle, Bates, Wood II, Bohland, Parker, Scott Bell and Masternak

2018-00099 Administrator-Administrative Services 1 (Tax Administrator) (NCP/NCR) add Galay, Hill, Martinez, Nassar, Nauden and Tepper

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CLASSIFICATION REPORTS:

Supervisor-Maintenance & Repair (Revise) (Division of Facility & Fleet Operations) (KM) – **Approved**

Manager-Public Services (Revise) (Public Service) (KM) – **Approved**

Reclassify Vacant Millwright position to a Senior Trades Mechanic position (Division of Water Treatment) (JC)-
Approved

OTHER:

RCA – Disqualification of Eligible - Water Loss Equipment Technician Eligible List (JC) *TABLED until 06/20/18**

The competitive promotional eligible list for Water Loss Equipment Technician was established on March 21, 2018 with six (6) names. The eligible list was ranked based on scores from structured oral interviews that were held on March 12, 2018 with those six (6) candidates. The top three (3) candidates were sent promotion offers and all three (3) accepted. As a result of grievance resolution discussions with representatives from the Law Department and Field Operations, Staff recommends to the Commission that Michael Franks, Kenneth Futey, Jr. and Joel Zakorczyeny be notified that there is just and reasonable cause for their names to be removed from the Water Loss Equipment Technician eligible list pursuant to Civil Service Rule 60.00, Section 60.03. A hearing will be scheduled.

After review and discussion, the Commission agreed that there is just and reasonable cause to notify Mr. Franks, Mr. Futey, Jr., and Mr. Zakorczyeny of their potential disqualification from the recruitment process for the position of Water Loss Equipment Technician pursuant to Rule 60.00, Section 60.03. A hearing will be scheduled.

After review, discussion and appearances, the Commission decided to table this matter and not render a decision until further information is provided.

RCA – Request for Reinstatement – John Forbes, Jr. (KM)

On May 22, 2018, John Forbes, Jr. submitted a request for reinstatement to the classification of Senior Utility Worker. He began his employment with the City of Toledo on April 20, 2000 as a Utility Worker. He was promoted to the classification of Senior Utility Worker on September 18, 2000. Mr. Forbes retired in good standing from the position of Senior Utility Worker in the Department of Public Service, Division of Streets, Bridges and Harbor effective September 29, 2017. After review by Staff and the Department of Law, the language in Rule 60.17 does not include retirement. Therefore, based on this information, it is recommended that the Commission deny Mr. Forbes' request for reinstatement to the classification of Senior Utility Worker.

After review and discussion, the Commission denied Mr. Forbes' request for reinstatement to the classification of Senior Utility Worker.

RCA – Appeal of Rejection of Application for Administrator-Administrative Services 1 (Tax Administrator) – Nichole Nauden (KM)

Staff is requesting the Commission approve the following individual for Administrator-Administrative Services 1 (Tax Administrator) based on her seventeen (17) years of responsible administrative experience in income taxes or income tax accounting be used in lieu of the Accounting major that is required for the Bachelor's Degree. Therefore, Staff recommends that Ms. Nauden be approved and placed on the eligible list for the position of Administrator-Administrative Services 1 (Tax Administrator) based on the cited qualifications for the position.

After review and discussion, the Commission approved Ms. Nauden's appeal and her name will be placed on the eligible list for the position of Administrator-Administrative Services 1 (Tax Administrator).

OTHER:

RCA – Appeal of Rejection of Application for Building and Grounds Maintenance Worker – Timothy Wood, II (KM)

Timothy Wood, II has appealed the rejection of his application for Building and Grounds Maintenance Worker for not meeting the experience requirement. Based upon the information provided, Staff recommends that the Commission grant the appeal of Mr. Timothy Wood, II stating that he does meet the minimum experience requirements for the position of Building and Grounds Maintenance Worker.

After review and discussion, the Commission granted the appeal of Mr. Timothy Wood, II stating that he does meet the minimum experience requirements for the position of Building and Grounds Maintenance Worker.

RCA – Appeal of Rejection of Application for Bridge Mechanic – Christopher Tesch (KM)

The application for Mr. Christopher Tesch for Bridge Mechanic was rejected for not possessing a journeyman's card in the iron working, boilermaker, carpentry, cement mason or closely related building construction trade. 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 requirement of possessing a journeyman's card in the iron working, boilermaker, carpentry, cement mason or closely related building construction trade for the position of Bridge Mechanic.

After review and discussion, the Commission denied the appeal of Mr. Tesch and upheld the rejection of his application stating that he does not meet the minimum requirement of possessing a journeyman's card in the iron working, boilermaker, carpentry, cement mason or closely related building construction trade for the position of Bridge Mechanic.

RCA – Appeal of Rejection of Application for Maintenance Worker I – Christopher Tesch (KM)

The application for Mr. Christopher Tesch for Maintenance Worker I was rejected for not meeting the minimum requirements of possessing a valid Class B Commercial Driver's License. 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 requirement of possessing a Class B Commercial Driver's License for the position of Maintenance Worker I.

After review and discussion, the Commission denied the appeal of Mr. Tesch and upheld the rejection of his application stating that he does not meet the minimum requirement of possessing a valid Class B Commercial Driver's License for the position of Maintenance Worker I.

RCA – Appeal of Rejection of Application for Plumber – Christopher Tesch (JC)

The application of Mr. Christopher Tesch for Plumber/Steamfitter (Water Treatment) was rejected due to not possessing a journeyman's card in the plumbing trade or possession of a City of Toledo Journeyman Plumber's License. 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 requirement of possessing a journeyman's card in the plumbing trade or possession of a City of Toledo Journeyman Plumber's License for the position of Plumber/Steamfitter (Water Treatment).

After review and discussion, the Commission denied the appeal of Mr. Tesch and upheld the rejection of his application stating that he does not meet the minimum requirement of possessing a journeyman's card in the plumbing trade or possession of a City of Toledo Journeyman Plumber's License for the position of Plumber/Steamfitter (Water Treatment).

OTHER:

RCA – Proposed New Civil Service Rule Section 50.22 EMT/Paramedic Preference in Examination (MN)

The following new Civil Service rule regarding preference points for candidates holding certifications as an EMT-B, EMT-P or a Paramedic has been proposed by Dr. Cecelia Adams. After review and discussion with the Office of the Mayor, Chief Santiago and Chief Kral, Staff concurs with Dr. Adams' recommendations. However, Staff recommends that this rule be limited to the Fire Fighter classification only. If the proposed amendments are adopted by the Civil Service Commission, Staff recommends that the new rule take effect and be included on the next Fire Fighter announcement, application and testing period. The next Fire Fighter announcement is tentatively scheduled to begin in the first half of 2019.

After review and discussion, the Commission granted the proposal for the new Civil Service Rule 50.22 EMT/Paramedic Preference in Examination. This new rule will take effect and apply to the next Fire Fighter announcement, application and testing period and new established Fire Fighter eligible list.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

Abed Semaan, Acting Commissioner-Field Services

Disqualification –Water Loss Equipment Technician

Michael Franks
Kenneth Futey, Jr.
Joel Zakorczyeny

RCA - Request for a temporary waiver of Class B CDL requirements for Sewer Maintenance Worker and Watermain and Service Repair Worker class specification – **Approved**

Chief Luis Santiago (Toledo Fire & Rescue), Councilwoman Dr. Cecelia Adams, Kim Baker (City Council) and City Council intern

Doug Stephens & Patti Lankey – GIS Analyst 1 Position – **will present at next CSC meeting 6/20/2018**

EXTENSIONS:

None

HEARINGS:

2018 Police Officer Background Appeal Hearings – Wednesday, June 6, 2018 and Thursday, June 7, 2018

There being no further business, the meeting adjourned at 4:35 p.m.