

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
August 29, 2018 10:00 a.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. – Excused Absence
Victoria Coleman, Manager – Administrative Services
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 August 15, 2018. A motion to approve the minutes was made, seconded and approved unanimously at the August 29, 2018 Regular Meeting.

ANNOUNCEMENTS:

- 2018-00184 Tree Service Worker (CP/CR) announce Thursday, August 30, 2018 to Wednesday, September 12, 2018
- 2018-00066 Administrative Analyst 1 (Human Resources/Employee Relations) (NCP/NCR) announce Thursday, August 30, 2018 to Wednesday, September 5, 2018

ELIGIBLE LISTS:

- 2018-00162 Administrative Specialist 2 (Finance-STAX) (CNP) add Moton
- 2016-00150 Water Control Room Operator (NCP/NCR) add Rose and Schultze
- 2018-00089 Sewer Maintenance Worker (CP/CR) add Fredritz, Pecina, Perry, Tisdale, Hanf, Braswell, Wamer, Whaley, Brode, Burlson, Mann, Turner, Reddick, Colbert, Cross II, Holland II, Hollinger, Sullivan, Braswell, Garcia, Modisett, Moss, Dodd, Pratt, Watson, Williamson, Burgy, Haythorne, Hill, Smith, Holman, Paul, Harris, Taylor, and Walker
- 2016-00019 Watermain and Service Repair Worker (CP/CR) add Braswell, Curtis, Czerniak, Fredritz, Gedert, Perry, Hanf, Rucker, Broderick, Steiner, Brode, Burlson, Geiner, Mann, Timler, Reddick, Cross II, Griffin, Holland II, Hollinger, Warren, Garcia, Johnson, Modisett, Thomas, Highsmith, Pratt, Steward, Watson, Williamson, Burgy, Hill, Quinn, Smith, Green, Paul, Harris, and Taylor
- 2018-00006 Maintenance Worker 1 (CP/CR) add Scott, Berry, Broderick, Korcsog, Lear, Wyse, Cheatham, Walker, James, Watson, Whitney, Williamson, Burgy, Lester, Litz, Tracy, Meyers, Walker, Fletcher, Darden, Morris, Washington, and Birdsong
- 2018-00152 Industrial Waste Control Specialist (NCP) add DeLancey, Johnson, Miringu, Rice and Towns
- 2018-00153 Chemist/Bacteriologist (Environmental Services) (NCP/NCR) add Ahmed, Berman, Bode, Elmalhoud, Jambulapati, Karabaeva, Kilic, Neumeyer, Pink, Spencer, Timbrook and Werner
- 2017-00365 Engineering Associate (Continuous-NCP/NCR) add Douglas, Hanifzadeh, Shaver and Sultana

CLASSIFICATION REPORTS:

- Laboratory Technician (New) (Division of Water Treatment) (JC) – **Approved**
Administrative Analyst 1 (HR/Employee Relations) (Revisions) (Department of Human Resources) (VC) - **Approved**

OTHER:

RCA – Disqualification of Eligible – Fire Fighter – (KM) (Armand Gary) *APPEARANCE*****

Currently, there are twenty-one (21) applicants who are 35 years of age or older on the eligible list for the position of Fire Fighter. Therefore, these individuals exceed the maximum hiring age for the position of Fire Fighter; and there is just and reasonable cause that indicates they should be disqualified from the eligible list. Based on the facts and analysis given, it is recommended to the Commission that these individuals be removed from the eligible list pursuant to Rule 60.00, Section 60.03 “Disqualification of Eligible” and the removal of their names from the eligibility list pursuant to Section 60.05 “Removal from Eligibility List” as well as Rule 40.03A “Age Limits”.

The Commission agreed that Mr. Armand Gary, who appeared before them today, exceeds the maximum age requirement for appointment to the position of Fire Fighter. Therefore, his name will be removed from the eligible list pursuant to Civil Service Rule 60.00, Section 60.03, 60.05 and 40.03A.

RCA – Disqualification of Eligible – Fire Fighter – (KM)

Currently, there are four (4) applicants who are 35 years of age or older on the eligible list for the position of Fire Fighter. Therefore, these individuals exceed the maximum hiring age for the position of Fire Fighter; and there is just and reasonable cause that indicates they should be disqualified from the eligible list. Based on the facts and analysis given, it is recommended to the Commission that these individuals be removed from the eligible list pursuant to Rule 60.00, Section 60.03 “Disqualification of Eligible” and the removal of their names from the eligibility list pursuant to Section 60.05 “Removal from Eligibility List” as well as Rule 40.03A “Age Limits”.

After review and discussion, the Commission agreed that these four (4) individuals should be removed from the eligible list pursuant to Rule 60.00, Section 60.03, 60.05 and 40.03A. All of the individuals will be contacted and informed of a hearing.

RCA – Remove Name from consideration for Fire Fighter (KM)

At its meeting on Wednesday, March 15, 2017, Austin Bly was added to the eligible list for the position of Fire Fighter. Mr. Bly contacted this office via email stating that he would like to have his name removed from the eligible list for the position of Fire Fighter. Based on Civil Service Rule 60.05 Removal from Eligible List, Staff recommends that Mr. Bly’s name be removed from the certified eligible list for Fire Fighter.

After review and discussion, the Commission granted Mr. Bly’s request to have his name removed from the eligible list for the position of Fire Fighter pursuant to Civil Service Rule 60.05 Removal from Eligible List.

RCA –Request to be added to Fire Fighter Eligible List – Nathan Brice (KM)

Nathan Brice completed the written examination for the position of Fire Fighter on December 20, 2016 through National Testing Network (NTN). According to the records that were sent to the City of Toledo, Mr. Brice did not schedule to take the test prior to the deadline; therefore, he was removed from the process in 2017. As Staff is preparing for the 2019 Fire Fighter Trainee class, Mr. Brice’s name was not forwarded to the background investigation team due to his failure to complete the FFM. In his appeal, he states that he did complete the FFM on April 29, 2017 and passed; therefore, he should not have been removed. This information was confirmed by NTN. The background investigation team is in the process of completing backgrounds; therefore, Staff is requesting that Mr. Brice’s name be included in the current process.

After review and discussion, the Commission granted Staff’s request to have Mr. Brice’s name included in the current background process for Fire Fighter.

OTHER:

RCA – Request to Submit a Late Application – Lt. Tim Treadaway (JC)

Lieutenant Tim Treadaway is requesting to submit a late application for the position of Fire Captain. Based on the information provided, Staff requests Commission action.

After review and discussion, the Commission denied Lt. Treadaway’s request to submit a late application for the position of Fire Captain.

RCA – Appeal of Rejection of Application for Clerk Specialist I – Danija Cavitt – (JC)

The application for Ms. Danija Cavitt for Clerk Specialist I was rejected for not meeting the minimum experience requirement. Based on the information provided, Staff recommends to the Commission that her appeal be granted and deem her application as qualified for the position of Clerk Specialist I.

After review and discussion, the Commission granted her appeal and deemed her application as qualified for the position of Clerk Specialist I.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

One (1) Disqualification of Eligible – Fire Fighter (Age)

Armand Gary – scheduled for August 29, 2018

The Commission agreed that Mr. Armand Gary, who appeared before them today, exceeds the maximum age requirement for appointment to the position of Fire Fighter. Therefore, his name will be removed from the eligible list pursuant to Civil Service Rule 60.00, Section 60.03, 60.05 and 40.03A.

Lindsay Czerniak has requested to appear before the Commission to address the rejection of her application to Administrative Analyst 2 – Utilities Administration/Management Relations. If the Commission allows the appearance, she will be scheduled to appear at the next scheduled Civil Service Commission meeting.

After review, discussion and appearance from Ms. Czerniak, the Commission granted her appeal for the position of Administrative Analyst 2 (Utilities Administration/Management Relations). Her name will be added to the eligible list.

Justin Link – Pre-Employment Offer rescinded due to background for Utility Worker

After review, discussion and appearance from Mr. Link, the Commission upheld the rescission of his pre-employment offer for the position of Utility Worker due to information found in his criminal background check pursuant to Civil Service Rule 70.06.

Daniel Grow - Pre-Employment Offer rescinded due to background for Water Emergency Repair Worker

After review, discussion and appearance from Mr. Grow, the Commission requested further information regarding his anger management and counseling classes and for him to report back to Human Resources with the information before a decision is rendered.

APPEARANCES: (cont'd)

Marilyn DuFour – requesting the opportunity appear before the Commission to discuss the rejection of her application for Manager – Public Services (Recreation) –

After review and discussion, the Commission denied Ms. Dufour's request to appear before the Commission.

EXTENSIONS:

None

HEARINGS:

None

There being no further business, the meeting adjourned at 11:11 a.m.