

MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
Held Monday, January 7, 2019

AVON CITY HALL

CALL TO ORDER

The meeting was called to order at 10:05 A.M. by Peter Kratt, Chairman of the Civil Service Commission.

ROLL CALL

Present: Chairman Peter Kratt and Commissioners Tony Sarraino and Alan Wojciechowski.

In attendance: Law Director John Gasior, Recording Secretary, Rose Seighman

ADDITIONS/DELETIONS TO AGENDA:

Mrs. Seighman indicated she needed to add an item to the Agenda. The Fire Chief is asking for an updated fireman eligibility list because of names being taken off the current list. Mr. Sarraino made a motion to accept the agenda with the added item of approving the updated fire eligibility list. Mr. Wojciechowski seconded and the motion passed 3-0.

APPROVE MINUTES OF MEETING OF 11/19/2018:

Mr. Wojciechowski made a motion to accept the minutes from the November 19th meeting. Mr. Sarraino seconded and the motion passed 3-0.

ACTION/DISCUSSION ITEMS:

Certify Eligibility Lists for Labor & Clerical as well as Certify Additional Names for Fire Eligibility List – Mr. Kratt asked for an update on all three eligibility lists. Mrs. Seighman explained that there were no changes to the Clerical list – no applicants were expired and no new applications were added. As far as the Labor list, 2 applicants were removed because their applications were older than 2 years and one new application was added. Regarding the Fire list, Mrs. Seighman explained there were a total of 5 names taken off this list; two applicants were taken off the list because they were hired by the City of Avon and 3 names were taken off the list because they were hired by other agencies. We added the next 5 applicants in order and this is the list that is being certified today.

Mr. Sarraino made a motion to accept the three eligibility lists as they were presented. Mr. Wojciechowski seconded and the motion passed 3-0.

Nominate a Chairman for 2019 – Mr. Kratt asked if there was a motion to nominate a new Chairman for 2019. Mr. Sarraino asked if Mr. Kratt wanted to continue as Chairman and Mr. Kratt responded that he is willing to serve but if either of the other gentleman were interested, he would nominate one of them.

Mr. Sarraino made a motion to nominate Mr. Kratt as Chairman for 2019. Mr. Wojciechowski seconded and the motion passed 2-0. (Mr. Kratt abstained)

CHAIRMAN'S COMMENTS:

Mr. Kratt asked if anything is coming up, or if there is anything they should be aware of. Mr. Gasior wanted the group to know that he and Mrs. Seighman had discussed the possibility of needing new names because of the Civil Service policy to take names off the list if they were

passed over 3 times, which many on the fire eligibility list were. Mrs. Seighman explained that Police Chief Bosley is asking for an updated eligibility list for February, as many of those candidates on the current list have been passed over 3 times. Mr. Gasior read the portion of the Civil Service Rules & Regulations where it states a candidate is removed once they have been passed over 3 times. The Police Department has hired 2 applicants from the eligibility list, which means each person on that list of 15 has been passed over at least 2 times already. Once a 3rd applicant is looked at, the entire list will need to be removed. They will need an updated list. Mr. Gasior said it is unusual that we've hired this many already. Mr. Gasior explained that in theory, you are looking at the least qualified candidates once you get to the bottom portion of your eligibility list. They scored the lowest on the test, etc. Mr. Gasior also explained how we need to keep track of each candidate and how many times they have been passed over. We start with a list of 15 possible candidates, after hiring the first person, we need to take that person off, as well as 2 or 3 other candidates that either took jobs at other agencies or asked to be taken off, for various reasons. There could be 12 people on the original list of 15 that have been passed over twice, but the 3 latest people on the updated list of 15 have only been looked over once because they were added later. So we need to keep track of this. Mr. Kratt asked if we need a change in our rules. Mrs. Seighman explained that she found something interesting when she was going through these police and fire entrance exams. A candidate can score 91 on the written test, but have no extra points awarded (for education, military, civil job credits), and you can have a candidate score 71 on the written test, but we awarded 20 extra points and those 2 candidates essentially have the same score, but one scored much higher on the written exam. So it is hard to say who is the best candidate on these eligibility lists. But it goes without saying the farther down the eligibility list you go, you will be getting at the people that did score lowest on the test. Mr. Kratt mentioned that a friend of his in the Lakewood Police Department shared with him that they will be having a lot of retirements in the near future. Is that true in Avon as well? Mr. Gasior said we've had some retirements, but we have a pretty young force. Mr. Gasior believes Lakewood's issue with retirements could be a result of the Police & Fire Pensions tightening things up and making it more difficult to retire. Mr. Kratt believes that is true. Mr. Gasior stated those pension funds are down and they need to build it back up. A discussion followed on those retirement funds, the DROP program and retirement in general.

GENERAL COMMENTS:

NEXT MEETING DATE:

The next meeting has been scheduled for Monday, February 4, 10:00 A.M.

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:30 A.M.

PASSED: _____ **SIGNED BY:** _____

Peter Kratt, Chairman

ATTEST: _____

Rose Seighman, Recording Secretary

C: John Gasior
Chief Bosley
Chief Root
Rose Seighman