

MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
Held Wednesday, August 5, 2020

AVON CITY HALL

CALL TO ORDER

The meeting was called to order at 10:00 A.M. by Peter Kratt, Chairman of the Civil Service Commission.

ROLL CALL

Present: Chairman Peter Kratt and Commissioner, Tony Sarraino and Alan Wojciechowski.

In attendance: Police Chief Richard Bosley, Safety Director Duane Streater and Recording Secretary, Rose Seighman.

ADDITIONS/DELETIONS TO AGENDA:

Mr. Sarraino made a motion to accept the agenda as published. Mr. Wojciechowski seconded and the motion passed 3-0.

APPROVE MINUTES OF MEETING OF 7/1/2020:

Mr. Wojciechowski made a motion to accept the minutes from the July 1st meeting. Mr. Sarraino seconded and the motion passed 3-0.

OLD BUSINESS:

Mrs. Seighman updated the Commission regarding the upcoming Police Promotional Sergeant Exam. The deadline was applying to take the exam was August 4th at 4pm and at that time, there were 11 candidates signed up to take the exam on September 2nd at 5pm in the Community Room at the Avon Police Department.

ACTION ITEMS:

None

CHAIRMAN'S COMMENTS:

None

GENERAL COMMENTS:

Mr. Streator asked Mrs. Seighman to update the Commission on the upcoming Fire Entrance Exam. Mrs. Seighman stated the exam will take place on September 12th at 10:00am at Avon East Elementary School. The notice of examination can be posted not more than 4 weeks in advance and no less than 2 weeks in advance, so the posting will go up on Saturday, August 15th.

Mr. Streator asked the Commission if it might be possible to look at the Civil Service Rule indicating the time to advertise for the entrance exams be modified so we can have a longer advertising period for the entrance exams to improve the number of qualified candidates taking the exam. The numbers are generally down, so if we can have a larger window of time to advertise – that would be beneficial.

Mr. Kratt said he believes the reason it was set at 4 weeks is probably because we never had issues or problems with getting candidates to sign up. Mr. Kratt asked what Mr. Gasior's thoughts are. Mr. Gasior said the rule has been there a long time. He indicated it is certainly something we can look at. He asked if NTN is proctoring this exam. Mr. Streator said it is not, it is the Ohio Fire Chief's Assn. NTN will be proctoring the next Police Entrance Exam. The NTN system is different because candidates register with them, not with the City of Avon. Mr. Gasior said if we do NTN, we would simply use whatever rules they have, since we amended our Civil Service Rules to say if we give a test from NTN, their rules override ours. Mr. Streator said he and Mrs. Seighman were discussing how to advertise for these exams since the days of everyone reading the newspaper are pretty much over. Especially the age group we are targeting. It is usually social media and websites where these candidates are getting the information. Mrs. Seighman also mentioned that advertising in the newspaper is not cheap. The last Fire Entrance Exam advertisement in the Morning Journal cost \$2400.00. They also share the ad with Monster.com, which is why the ad is so expensive. But Mr. Streator found a similar type of message board called Indeed.com where we can advertise for \$15 a year. Mr. Streator said we can use that city-wide as well. The contract with Indeed would cover all city job postings for the period of the contract.

Mr. Kratt told Mr. Streator that the Commission relies heavily on Mr. Gasior when it comes to rule changes. Mr. Kratt suggested Mr. Streator and Mr. Gasior get together to discuss this particular issue and then they can bring the results of that to the Commission.

Chief Bosley added that he isn't sure a rule change is needed, it depends on what the wording is on the rule. If it just says we need to advertise, that doesn't necessarily mean a newspaper. Mr. Streator mentioned that could be true, but the rule change he'd like to see is the one regarding the time frame of when we can start advertising. That is something that would require a rule change. Mr. Kratt asked if the Commission had any questions regarding this topic. There were none.

NEXT MEETING DATE:

The next meeting will take place Wednesday, September 2 at 10:00am.

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:15 A.M.

PASSED: _____

SIGNED BY: _____

Peter Kratt, Chairman

ATTEST: _____

Rose Seighman, Recording Secretary

C: John Gasior
Chief Bosley
Chief Root
Rose Seighman