

**MOTION SUMMARY
CIVIL SERVICE COMMISSION
JULY 13, 2015**

1. ROLL CALL

Julie William called roll.

Members Present: Jack Hilborn, April Nelson and Michael Robinson
Jack Hilborn called the meeting to order at 3:05pm.

Staff Present: City Attorney Darren Shulman, City Manager Tom Homan, Human Resource Manager Jessica Feller, Fire Chief John Donahue, Police Chief Bruce Pijanowski

2. APPROVAL OF THE MOTION SUMMARIES OF THE REGULAR MEETINGS OF CIVIL SERVICE COMMISSION HELD JUNE 15, 2015, AS RECORDED AND TRANSCRIBED.

MOTION: On a motion made by Michael and seconded by April the vote to approve of the motion summaries as presented was unanimously approved by a 3-0 vote.

3. AMEND THE POLICE OFFICER LIST

Three (3) names have been removed. Kenneth Okine self removed. Tyler Brewer and Ryan Sutphin have been removed as a result of background issues.

MOTION: On a motion made by April and seconded by Michael the vote to approve the amendment of the police officer certified list was unanimously approved by a 3-0 vote.

4. PRESENT THE FIREFIGHTER HIRING PROCESS PROPOSALS

Tom Homan presents his memorandum on the Implementation of a Part-Time Firefighter Hiring Program. John Donahue presents the final draft of the Part-Time Firefighter Program and Firefighter Hiring Process and addresses questions.

1. Qualifications-recommending EMT certifications to be accepted.
2. Costs- Paramedic certification-\$4,984. Written test is \$40 and \$7 for each additional one. CPAT agility \$125 and Firefighter Mile agility is \$60 and \$90 and they are good for one year. The current written test is \$10. The in-house agility has no cost to the candidate.
3. Scoring -The written exam score will account for 50% of total. There will be multiple written exam dates and scores will be accepted on a continual basis.
4. Physical agility- three (3) tests are being recommended.
 1. City Physical Agility Test
 2. Candidate Physical Aptitude (CPAT)
 3. Firefighter Mile

The goal is to have a validated test as the current physical agility done in house is not validated and could be challenged on validity and fairness. A complete assessment done by a 3rd party that would be based on current job

descriptions, runs, timelines, etc. would need to be done to validate the current agility test.

5. Oral interview score to account for 50% of final score with a passing score of 75%.
6. Additional points for paramedic certification is 10.
7. If no full-time position exists, candidates may be offered a part-time position.

A meeting between the Chief and the Firefighters resulted in changes being made based upon grounds that were agreed upon. The part-time firefighter program has been approved by the City. The Civil Service Commission is now tasked with approving the recruitment process.

Joe Murphy, Firefighter and President of the Local IAFF presented a PowerPoint presentation outlining the portions of the proposed process the local IAFF take opposing positions on to include:

1. The increase of paramedic certification points.
2. The increased cost and change of the written examination process.
3. Oral interview percentage to account for 50% and the possibility of Skype being utilized.
4. Physical agility and the number of offered tests, and increased costs to candidates.
5. Hiring part-time firefighters and the potential negative impact on full time applicants. A potential increase in cost to part-time firefighters, and a concern of the City reducing full-time fighters.

April Nelson states if there are local hiring issues, they could be coming from in-house issues. April challenges the Firefighters and the Chief to take a look at what those might be.

Jim Oberle, Firefighter, proposes two (2) different lists; One (1) for part-time firefighters candidates and one (1) for full-time candidates. Candidates could be on both lists.

Tom Homan expressed the importance of the part-time program and the commitment to hire full-time firefighters first. The program offers the opportunity to hire full-time firefighters from part-time. The City's last two (2) firefighters hired were part-time firefighters elsewhere. The program can, and has worked, in jurisdictions such as Washington Township and Dublin where firefighters have to come through a part-time internship prior to being hired full time. It gives a good perspective for evaluating potential full-time employees.

Joe Murphy distributes the City of Piqua Fire Department Part-Time Staffing Evaluation and refers specifically to page 23 "City of Delaware Consultation-Failed Part-Time Program". April states the program was under Chief Macklin and is a different one altogether. The date of the evaluation was 2010 and comments based within are based on concerns of the past. The issues of concern have been addressed with this program.

April states that in regards to the physical agility test, she is in favor of validating the current test. There is value in our staff doing the test and seeing candidates-seeing the quality of the candidates and participating in providing the encouragement. Darren Shulman notes this also adds a wrinkle of danger in what people are doing subjectively. April states she does not have a problem with taking the written examination to another 3rd party administrator.

Jack states that he would like to see the firefighters and City staff come together again to come to a closer agreement on the proposals.

Darren states there is no more movement to be made on the paramedic certification as changes have been made by the City to get closer to an agreement. In regards to the physical agility, the City is proposing several be offered and to do an evaluation of the best process. Otherwise, there would be candidates who would be missing out on the opportunity when for various reasons are unable to make the in-house physical agility. The hiring of part-time firefighters is not likely one that can be agreed upon. The City has selected a method that is a fair hiring process.

Joe agrees there are three (3) major issues in dispute.

Jack Hilborn states he would like a draft of those three (3) issues be brought together before the Commission. It is understood and agreed by both parties that the three (3) structural issues are not likely to be agreed upon.

6. PUBLIC COMMENT

There was no additional public comment.

7. COMMISSION MEMBERS COMMENT

8. MEETING ADJOURNMENT

Chairman Hilborn adjourned the meeting at 4:45 p.m.



Jack Hilborn, Chairman



Julie Williams, Secretary