

**Civil Service Commission
Motion Summary
May 3, 2017**

ITEM 1. ROLL CALL

Chairman Rybka called the meeting to order at 3:00 pm.

Members Present: John Rybka, Brooke Acker and Eric Coss

Staff Present: Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Jessica Feller, Human Resource Manager, Darren Shulman, City Attorney and Lorrie Diaz, Human Resource Coordinator

ITEM 2. APPROVAL of the Motion Summary for the Civil Service Commission meeting held January 4, 2017, as recorded and transcribed.

Motion: Ms. Acker moved to approve of the Motion Summary for the January 4, 2017 Civil Service Commission meeting, seconded by Mr. Coss. Motion passed by a 3-0 vote.

ITEM 3. Update Firefighter/Paramedic Certified List

Chief Donahue discussed the addition of five names to the list. Chief Donahue discussed the Strategic Plan and efforts to hire part time employees and discussed the benefits to having part time employees. Chief Donahue informed the Commission that there are currently thirteen part time vacancies to fill.

Motion: Vice-Chairman Coss moved to accept the Firefighter/Paramedic Certified List as presented, seconded by Ms. Acker. Motion approved by a 3-0 vote.

ITEM 4. Update Police Officer Certified List

Chief Pijanowski reviewed the addition of six candidates to the list. Chief Pijanowski reviewed with the Commission the selection process.

Motion: Ms. Acker moved to accept the Police Officer Certified List, seconded by Vice-Chairman Coss. Motion approved by a 3-0 vote.

ITEM 5. Update Police Sergeant Certified List

Chief Pijanowski reviewed the current Police Sergeant Certified List. Chief Pijanowski informed the Commission that he does not anticipate any upcoming vacancies in the next year. Chief Pijanowski would like the expiration of the list to be January 6, 2018.

Motion: Vice-Chairman Coss moved to accept the Police Sergeant Certified List as presented, seconded by Ms. Acker. Motion approved by a 3-0 vote.

ITEM 6. REVIEW of Police Hiring Process

Chief Pijanowski provided background of age limit that was designated by former Police Chief Martin in 2006 from age 35 to 45. Chief Pijanowski recommended the age limit correlate with the Firefighter's Hiring Process.

Motion: Vice-Chairman Coss moved to accept the Police Hiring Process, seconded by Ms. Acker. Motion approved by a 3-0 vote.

ITEM 7. PUBLIC COMMENTS

There was no public comment.

ITEM 8. COMMITTEE COMMENTS

A discussion was held regarding national staffing levels.

ITEM 9. ADJOURNMENT

Motion: Vice-Chairman Coss moved to adjourn the Civil Service Commission meeting, seconded by Ms. Acker. The Civil Service Commission meeting was adjourned at 3:24 p.m.



John M. Rybka, Chairman



Elaine McCloskey, Clerk