

VERMILION CIVIL SERVICE MEETING

Minutes of September 23, 2021 (Revised October 13, 2021)

8:30 a.m. ★ Vermilion Municipal Complex, 687 Decatur Street, Vermilion, Ohio

ROLL CALL: Jeff Lucas, Dave Deucher, Dan Kernell

Jeff Lucas, Chairman called the Thursday, September 23, 2021 meeting to order.

Approval of Minutes:

J. Lucas MOVED, D. Kernell seconded to approve the meeting minutes of August 12, 2021. Vote 3 YEAS. MOTION CARRIED.

J. Lucas MOVED, D. Deucher seconded to approve the public hearing meeting minutes of September 20, 2021. Vote 3 YEAS. MOTION CARRIED.

Rules & Regulations:

J. Lucas addressed the Rules & Regulations pursuant to the September 20, 2021 Public Hearing.

J. Lucas MOVED, D. Deucher seconded to amend current rule IV. 11. Examinations (a-c) by eliminating these sections and by changing the title to IV. Grading and Delivery of Examination, and to read: The examination papers of each contestant shall be graded, and each contestant shall be notified by mail as to his or her grade. Roll Call Vote 3 YEAS. MOTION CARRIED.

New Business:

J. Lucas MOVED, D. Deucher seconded to authorize the clerk to finalize the dates for examinations for the police sergeant, police entrance, laborers, and mechanic, and to authorize the posting of the future dates 14 calendar days prior to the date of testing. Vote 3 YEAS. MOTION CARRIED.

G. Fisher said she has tentative dates scheduled on all examinations and will confirm them with Clancy & Associates now that the rules have been amended. Tentatively they are as follows:

Promotional – Sergeant

- Phase I Written – November 3, 2021 – 9:00 a.m. to 11:00 a.m.
- Phase II Oral – December 10, 2021 – Time slots to be determined by the commission

Laborers & Police Entrance

- Both on December 8, 2021 – 6:00 p.m. – 8:00 p.m.

Street Department Maintenance Mechanic

- December 16, 2021 – 6:00 p.m. – 8:00 p.m.

Locations for all exams are yet to be determined. The clerk will contact Ritter Library to try to schedule their meeting rooms for the Promotional/Sergeant and will contact Amvets to schedule

all other examinations.

J. Lucas said once they receive all the applicants, the commission will do the confirmation of eligibility.

D. Kernell asked if all the exams are identical. G. Fisher said no as they will provide Clancy & Associates with all the job descriptions, and they will administer the tests to those specific jobs.

All board members confirmed they will be able to attend the examination dates.

J. Lucas said they will need to meet to score the promotional exams. G. Fisher said once she prepares the notifications of testing she will have the Chairman review them and then she will forward the notices to the Law Director for final review and approval.

D. Kernell asked if there were current job openings for laborers and police. G. Fisher said potentially, but the lists are expired, so they need to test so they have available people in case there are openings pursuant to retirements, etc. D. Kernell said he was aware Anne Maiden was retiring. G. Fisher noted this is not a civil service position and this position is hired by the Mayor.

J. Lucas MOVED, D. Kernell seconded to adjourn the meeting upon no further discussion. Vote 3 YEAS. **MOTION CARRIED**.

Transcribed by Gwen Fisher, Certified Municipal Clerk