

City of Willoughby Hills
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CIVIL SERVICE COMMISSION

Thomas J. Majeski, Chairman Thomas Kicher, Vice Chairman Carolyn Patton, Secretary

MEETING MINUTES OF DECEMBER 3, 2015

Roll Call at 1:00 p.m.:

Chairman Tom Majeski, Vice Chairman Tom Kicher and Secretary Carolyn Patton were in attendance. Also in attendance were Police Chief Collins, Sgt Brian Jackson, Mayor Robert Weger and Mayor's Executive Assistant Gloria Majeski.

New Business:

Chief Collins discussed the list of candidates for Police positions. He suggested that the list be valid for one year only as some on the list become employed elsewhere and new Police Academy graduates are not considered. Updating the list with current candidates will be more productive.

The issue of the agility test was discussed with the concern that Academy graduates should have passed this test. This required component is an important qualification for part-time applicants.

Maintaining the "pool of candidates" is important to address for "shift" coverage within the Police Department.

EXIT CHIEF COLLINS AND SGT. JACKSON, ENTER MAYOR WEGER AND GLORIA MAJESKI

Discussion continued on issues of planning for future with vacations, retirements and future emergency situations.

Tom Majeski expressed concerns that the agility test is needed by all candidates and officers to avoid a future lawsuit filed because the officer could not do the job in a physical crisis.

- The CSC members need to follow the Ohio Commission regulations. Discussion of the ramifications of ignoring this point followed.
- In this regard, the role of the CSC was noted and our backup in SPRB was affirming and our concern in this regard is valid.

Job Descriptions for employees are being obtained and will be discussed at the next meeting.

The meeting was adjourned at 3:55 p.m. with a motion to adjourn by Carolyn Patton and seconded by Tom Kicher.

The next meeting was set for Thursday, January 7, 2016, at 1:00 p.m.

Respectfully submitted by

Carolyn V. Patton

Carolyn Villar Patton

Thomas A. Majeski

Thomas Majeski, Chairman

2-10-16

Date

Thomas P. Kicher

Thomas Kicher, Vice Chairman

2-10-16

Date