

**MINUTES OF THE CIVIL SERVICE COMMISSION MEETING**  
**July 7, 2021 – 8:00 A.M.**

**Members Present:** Chairman Jan Naso  
Commissioner Tom Kot  
Commissioner Christine Higham

**Non-Members Present:** Mayor Kline  
Police Chief Williams  
Fire Chief Passarelli  
Director of Public Service Rorar  
Human Resource Manager Stritch

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The July 7, 2021 Civil Service Commission meeting was called to order. Minutes of the February 24, 2021 meeting were approved as published.

Chairman Naso stated that the Commission needed to retroactively certify the Part-Time General Laborer Eligibility List. There were four candidates who took the test, three passed. Those names and applications were given to Mr. Rorar. Two of those persons have been hired.

**Mr. Naso made a motion to certify the Part-Time General Laborer List. Motion was seconded and passed with no discussion.**

Mr. Naso also mentioned that a Full-Time Firefighter Test was recently given; 28 persons applied, 26 persons passed. Chief Passarelli was told that out of the 26 names on the list given him, he could only choose from the top ten and they are listed in order of their scores and that the list is good for two years.

**Mr. Naso made a motion to certify the Full-Time Firefighters/Paramedic Eligibility List. Motion was seconded.... {when Mr. Naso asked if there was any discussion, Chief Passarelli said yes and had questions about vacations and physical agility testing}. Okay, motion has been made, seconded and passed.**

Chairman Naso addressed Chief Williams concerning the National Testing Network in regard to the Police Officer Testing that is going on and reported that so far 11 people have tested and there are three scheduled with almost two weeks to go.

When asked by Mrs. Stritch, Chief Williams described the National Testing Network and how they operate. Mr. Naso mentioned to the Chief that the Commission and him need to agree with what score to use to establish the eligibility list.

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The woman from National Testing Network recommended to Chief Williams that we use the Validity Optimized Category which is going to be 65% of the video test and 35% of the integrity test. It's all weighted. The Chief mentioned that the two major players are going to be diversity versus the most valid test.

There was much discussion on determining the scoring that will be used to establish the eligibility list. It was decided that more information be obtained before making a final decision. Mr. Naso suggested that Chief Williams coordinate a conference call with National Testing Network, himself and Commissioner Higham. Mr. Naso asked Mr. Kot if he had anything he would like them to address during the conference call. Mr. Kot mentioned how they take into consideration the reading and the writing in making that a part of the score.

Chief Williams stated that he would like to request a Sergeant's Test, but him and the Mayor are not entirely sure what method they want to use yet. He said it could be Pat Ramsey, the National Testing Network, maybe OECP, look around a little bit and stated that he wanted to do it relatively quickly. Mr. Naso suggested that as soon as he decides what route will be taken, send the clerk an email requesting the exam.

**Mrs. Stritch explained the addition of the position of Receptionist in Ordinance 83-2021. Everyone unanimously agreed to the benefit to City Hall this has been. Mr. Kot made a motion that the Civil Service Commission fully supports the addition of this unclassified position. Motion was seconded and passed with no further discussion.**

Mr. Naso recognized the State Report (for 2020) that was filed by the clerk.

Meeting adjourned at 8:23 a.m.

An audio file of this meeting is available in the Civil Service office.

Jan T. Naso, Chairman

Civil Service Commission  
TALLMADGE OHIO

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