

City of Celina Civil Service Commission

RE: Minutes of a Meeting on January 25, 2024, at the City Administration Building

Present: Tammy Barger, Commission Chair
Evin Bachelor, Commission Member
Kari Fox, Commission Secretary, Administrative Assistant
Thomas Wale, Police Chief
Joel Lange, Fire Chief

Call to Order

Tammy Barger, Chair, called the meeting to order at 5:10 p.m.

Approval of Minutes

Commission Chair Tammy Barger motioned to approve the minutes from the Commission's meeting on November 16, 2023, seconded by Commission Member Evin Bachelor. Motion passed with a voice acclamation vote 2-0 Aye.

Commission Member Evin Bachelor motioned to approve the minutes from the Commission's meeting on December 6, 2023. Commission Chair Tammy Barger abstained as she was not present. Motion passed with a voice acclamation vote 1-0 Aye.

Old Business

No old business.

New Business

Commission Chair Tammy Barger opened the discussion for new business.

1. Certify Fire Lieutenant Examination

Commission Chair Tammy Barger opened the discussion about an examination held for Fire Lieutenant candidates. The Commission discussed the testing company used and criteria. Commission Chair Tammy Barger motioned to certify the results of the examination as presented, seconded by Commission Member Evin Bachelor. Motion passed with voice acclamation vote 2-0 Aye.

2. Proposed Civil Service Rule Changes

Commission Chair Tammy Barger opened the discussion about proposals to modify the Civil Service Rules.

First, a proposal to modify Section 6.05 of the Civil Service Rules, as follows:

6.05 Age Restrictions: Police and Fire

Applicants for original appointment examination to the police department must have attained the age of twenty years (20) on or before the date of the written examination; furthermore, no person may apply for or receive an original appointment as a police officer if that person has attained the age of fifty (50) years or older, and no person can be declared disqualified as over age prior to that time pursuant to City of Celina Ordinance 141.03. No person shall be eligible to receive an original appointment to the Fire Department unless that person is between the ages of eighteen (18) and fifty (50) years, inclusive, on or before the date of the written examination, pursuant to City of Celina Ordinance 143.01.

However, this rule does not prevent the City from establishing a police or fire cadet program and employing persons as police or fire cadets at age eighteen (18) for the purposes of training them to become police officers or firefighters.

The Commission heard from Police Chief Thomas Wale and Fire Chief Joel Lange on the proposal. Both Chiefs requested the modifications for their respective departments in order to broaden the potential applicant base for original appointments in light of current issues relating to insufficient applicants for open positions. Specifically, the Police Department would like to have greater flexibility in order to permit applicants receiving their training to sit for the examination prior to age 21 so that when they reach age 21, they would be eligible for an offer. Further, the Police Department would like to have greater flexibility in attracting lateral hires from other police departments for police officers with experience in other jurisdictions who would otherwise not be eligible for an original appointment to the City of Celina. The fire department modification would be a revision to Ordinance 40-15-O, passed on August 31, 2015 by City Council.

Commission Member Evin Bachelor motioned to approve the modification of the police department original appointment ages from 21 to 35 to 20 to 50, seconded by Commission Chair Tammy Barger. Motion passed with a voice acclamation vote 2-0 Aye.

Commission Chair Tammy Barger motioned to approve the modification of the fire department original appointment ages from 18 to 40 to 18 to 50, seconded by Commission Member Evin Bachelor. Motion passed with a voice acclamation vote 2-0 Aye.

Second, a proposal to modify Section 10.05(c)(para 5) of the Civil Service Rules, as follows:

Promotional examinations for positions with the fire department shall 1) relate to those matters that test the ability of the person examined to discharge the particular duties of the position sought, 2) except in the case of a chief officer position, include a written testing component, and 3) in examinations for positions requiring the operation of machines or equipment, may include practical demonstration tests of the operation of those machines or equipment as a part of the examination.

The Commission heard from Fire Chief Joel Lange on the proposal. Fire Chief Joel Lange explained that in a promotional context, the candidate would have already taken and successfully passed a written examination and an additional written examination for chief officer positions has not resulted in any discernable change for applicants between their previous written examination and their subsequent promotional examination. Rather, the

additional written examination requirement has become a hurdle to promotion. Other positions would still be required to take a written examination.

Commission Member Evin Bachelor motioned to approve the modification of the promotional examination rule to exempt candidates for a chief officer position from the written examination, seconded by Commission Chair Tammy Barger. Motion passed with a voice acclamation vote 2-0 Aye.

Third, a proposal to modify Section 8.03(A) of the Civil Service Rules, as follows:

A. Uniformed Service Credit; Ohio Peace Officer Certificate Credit

Any applicant for original appointment who is a resident of Ohio, who has completed service in the uniformed services as described in R.C. 124.23, who was honorably discharged or transferred to reserve duty with evidence of satisfactory service, and who otherwise meets the qualifications of that section, may file with the Commission a certificate of service or honorable discharge for extra credit for such service. The Commission shall grant additional credit of twenty percent (20%) of the total grade given in the examination to any applicant who files for the extra credit and qualifies, provided that he or she has first received a passing grade on the examination.

As noted above, such requests for uniformed service credit must be submitted to the Commission prior to participation in the examination and must, at that time, be accompanied by proof of uniformed service as described above. Uniformed service credit requested after the start of participation in the examination will not be honored.

An applicant for original appointment who is a resident of Ohio may file with the Commission an Ohio Peace Officer Certificate prior to participation in the examination, accompanied by proof of such certification. The Commission shall grant additional credit of twenty percent (20%) of the total grade given in the examination to any applicant who files for the extra credit and qualifies, provided that he or she has first received a passing grade on the examination.

Such requests for Ohio Peace Officer Certificates must be submitted to the Commission prior to participation in the examination and must, at that time, be accompanied by proof of Ohio Peace Officer status as described above. Ohio Peace Officer credit requested after the start of participation in the examination will not be honored.

The Commission heard from Police Chief Thomas Wale on the proposal. Police Chief Thomas Wale indicated that it would help applicants with an Ohio Peace Officer Certificate to be able to receive an additional credit, and incentivize candidates with such certificate to apply.

Commission Member Evin Bachelor motioned to approve the modification to add an Ohio Peace Officer Certificate Credit, seconded by Commission Chair Tammy Barger. Motion passed with a voice acclamation vote 2-0 Aye.

Fourth, a proposal to modify Section 8.03(C)(para. 2) of the Civil Service Rules, as follows:

Any applicant for original appointment to the City Fire department who has earned and possesses an EMT and/or Paramedic certificate, as granted by the State of Ohio Emergency Medical Services, may file with the Commission proof of such certification for extra credit. The Commission shall grant applicants with an EMT Certificate alone extra credit equal to five percent (5%). The Commission shall grant applicants with a Paramedic Certificate extra credit equal to ten percent (10%).

The Commission heard from Fire Chief Joel Lange on the proposal. Fire Chief Joel Lange explained that there are separate EMT and Paramedic certifications, and the current rule has been interpreted only to provide credit only to applicants with a Paramedic Certificate. The change would provide credit to applicants with an EMT Certificate alone.

Commission Chair Tammy Barger motioned to approve the modification to add a separate EMT Certificate credit for eligible applicants, seconded by Commission Member Evin Bachelor. Motion passed with a voice acclamation vote 2-0 Aye.

3. *Police Examination Certification*

The Commission took no action on the most recent patrolman examination.

4. *Application of Rule Changes to Certified Fire Lieutenant Examination*

Commission Chair Tammy Barger motioned to have the proposed rule changes apply retroactively, pending the approval of City Council of the proposed rule changes, in order to permit the application of the rule changes to the Fire Lieutenant Examination approved by the Commission during this meeting, seconded by Commission Member Evin Bachelor. Motion passed with voice acclamation vote 2-0 Aye.

Adjournment

Commission Chair Tammy Barger motioned to adjourn the meeting, seconded by Commission Member Evin Bachelor. Motion passed with voice acclamation vote 2-0 Aye.

Meeting adjourned at 6:03 p.m.

Minutes submitted by Commission Member Evin Bachelor.