

RECORD OF PROCEEDINGS
MADISON TOWNSHIP CIVIL SERVICE
COMMISSION MEETING MINUTES

Minutes of

Meeting

national
graphics
Thursday, July 23, 2020
5:00 p.m.

National Graphics Corp., Cols., O. Form No. 1097

Held

19

Chief Byers opened the Madison Township Civil Service Commission Meeting at 5:00 pm with the following people present: Mr. Jason Fairchild, Mr. Evan Francis, Ms. Wendy Gluvna, Chief Matthew Byers, and Mrs. Michele Howell.

Chief Byers opened the Organizational portion of the meeting at 5:00 pm.

A motion was presented by Mr. Fairchild to nominate Mr. Francis for Chairman, seconded by Ms. Gluvna.

Roll call: All "Ayes."

A motion was presented by Mr. Fairchild to nominate Ms. Gluvna for Vice-Chairman, seconded by Mr. Francis.

Roll call: All "Ayes."

A motion to re-appoint Mrs. Michele Howell as the Secretary for the Civil Service Commission was presented by Mr. Fairchild, seconded by Ms. Gluvna.

Roll call: All "Ayes."

A motion to set the Civil Service Commission monthly meeting as the first (1st) Thursday of each month at 5pm was presented by Mr. Francis, seconded by Ms. Gluvna.

Roll call: All "Ayes."

The Organizational portion of the Civil Service Commission Meeting was closed at 5:03 pm.

The Regular Civil Service Commission Meeting was called to order at 5:03 pm, with all members still present.

A motion was presented by Ms. Gluvna to approve the minutes from the April 25, 2019 Meeting, seconded by Mr. Francis.

Roll call: Chairman Francis: Yes Ms. Gluvna: Yes

Mr. Fairchild abstained due to the fact that he was absent from the April 25, 2019 Meeting.

Chief Byers stated for the record that he had sent the Board members an email for a proposed text amendment for the Rules & Regulations. He stated that each time there has been a test there have been fewer and fewer applicants. Chief Byers stated that many agencies allow for lateral entry. He added that it encourages experienced law enforcement to apply for a position with the Madison Township Police Department without losing their accumulated benefits. He informed the Board that one of the applicants from the last testing, was with the Ashtabula City Police Department for twelve (12) years and ended up dropping out after the interviews because he didn't want to give up what he had earned over his twelve (12) years with Ashtabula. He added that the time would not count toward seniority, but it would count toward pay rate and vacation time and would allow for accumulated sick time to be brought over, but that sick time would not be calculated toward sick time buy back at time of retirement.

Chief Byers stated that the one thing that is different from our proposed text from other agencies is that we will require a lateral applicant to take and pass our Entry Exam and Physical Agility Test. Ms. Gluvna asked what if an applicant had recently taken a Civil Service Test. Chief Byers stated that he wanted to keep it as simple as possible, so requiring any lateral applicant to take our test was the best option in his opinion. He added that he had sifted through other agencies lateral entry rules and sent the information to Mr. Pasqualone, who crafted the proposed draft for the Rules & Regulations, Rule XII – Lateral Transfer List (attached to and made part of these minutes).

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He stated there would be a separate list (Lateral Transfer Eligibility List) for the lateral applicants. Chief Byers stated that the lateral applicants would need to pass our Civil Service Test.

Mr. Fairchild asked what the reasoning behind having two (2) different lists is. Chief Byers stated that the lateral applicants would have a pass/fail score. They will not have a number score with additional points for bonuses. Mr. Fairchild asked what happens when you have a lateral applicant take & pass the test with a 71 and a new recruit who scores an 87. He stated that it seems unfair to have two (2) equal applicants, and the lateral applicant could potentially be hired over a new recruit. Chief Byers stated that they would not be equal because the lateral applicant would already have experience where the new recruit would not. Chief Byers reiterated that many agencies do not even require a lateral applicant to take a test, that's where our requirements are going to be different. Chief Byers stated this would allow for two (2) separate lists to choose from when looking to hire a patrolman.

Mr. Fairchild asked if the lateral applicants would be on the Entrance Exam Eligibility List. Chief Byers stated that the lateral applicants would only be on the Lateral Transfer List. Chief Byers stated again that there would be two (2) separate lists to choose from when looking to hire. Mr. Fairchild commented that he just doesn't want there to be any grief from a new recruit. Mr. Fairchild added that as long as the information has been vetted out by Mr. Pasqualone then he has no problem with it. Chief Byers stated that any agency that allows for lateral transfer has two (2) lists. Chief Byers added that Painesville City only does one list at a time, they do an Entry Level Test and hire from that and then they will do a Lateral Transfer List for the next round of hiring.

Chief Byers informed the Board that the first step in all of this was dealing with the union, because this change violates the union contract. Mr. Fairchild asked if the union has signed off on the change. Chief Byers confirmed that the union has in fact signed off on the proposed change.

A motion to make a recommendation to the Madison Township Board of Trustees to approve the text amendment, Rule XII to the Rules & Regulations was presented by Mr. Fairchild, seconded by Chairman Francis.

Roll call: Mr. Fairchild: Yes Chairman Francis: Yes Ms. Gluvna: Yes

Chief Byers informed the Board that he has already drafted a Resolution for the Trustees to approve the amendment at their meeting next week. He added that once the Trustees approve the amendment, he will be looking at scheduling a test date. Chief Byers commented that one concern is that he is not sure if the high school will be available for the testing, that is something he will be checking into.

There being no further business before the Board, a motion to adjourn the meeting was presented by Mr. Fairchild, seconded by Ms. Gluvna.

Roll call: All "Ayes."

The meeting was adjourned at 5:28 pm.

Evan Francis

Evan Francis, Chairman

Michele Howell

Michele Howell, Secretary