



## CIVIL SERVICE BOARD MEETING MINUTES FEBRUARY 28, 2019, 9:00 a.m.

<b>BOARD MEMBERS PRESENT:</b>	Richard L. Wright, Chairperson Thomas J. Ritchie, Sr., Member
<b>BOARD MEMBERS ABSENT:</b>	Maria E. Oria, Member
<b>STAFF PRESENT:</b>	Ken Thomas, Secretary and Chief Examiner Sheila Crum, Executive Assistant to Civil Service Board Jimmy Johnson, Employment Analyst II Dianne Perkins, Employment Analyst I Stuart Walker, Employment Analyst I Jack Rice, Project Manager Toby Caserta, Project Manager
<b>OTHER ATTENDEES:</b>	Ariel Walker, Director, City Commission Office Brent McKenzie, Deputy Director – Human Resources Chris Clark, Division Manager, Water Reclamation Norma Dickens, Senior Attorney Dawn Manuel, Supervising Human Resources Analyst Russell Knowles, Assistant Attorney I Ann Sulfridge, President, AFSCME, Local 101 Maurice Evans

### I. ROLL CALL

The Chairperson, Richard Wright, at 9:00 a.m., called the meeting to order.

The Secretary and Chief Examiner called the roll. Mr. Ritchie moved, seconded by Mr. Wright, to approve the absence of Ms. Oria. The motion passed. A quorum was present.

### II. APPROVAL OF MINUTES

Mr. Ritchie moved, seconded by Mr. Wright to approve the January 24, 2019 meeting minutes. The Board unanimously approved the motion.

### III. ACTION ITEMS

1. Mr. Ritchie moved, seconded by Mr. Wright, to approve the extension of the following City of Dayton eligible lists due to expire in March and April of 2019:

Building Trades Worker (Promotional 6 / Open 11)  
Equipment Operator III (Open 3)

City of Dayton – Recall Lists

Carpenter (1)  
Property Management Worker (1)

The motion passed.

2. Mr. Ritchie moved, seconded by Mr. Wright, to approve the extension of the following Dayton Public Schools eligible lists due to expire in March and April of 2019:

Level II – Clerical (Open 18)  
Level III – Clerical (Promotional 2 / Open 9)  
Mechanic (Open 3)  
Routing Specialist (Open 8)  
School Bus Driver (Open 5)

The motion passed.

3. Mr. Ritchie moved, seconded by Mr. Wright, to concur with the Secretary and Chief Examiner's approval of the transfer of Frank Bielawski, Building Maintenance Technician, from the Department of Aviation to the Department of Public Works. The motion passed.
4. Mr. Ritchie moved, seconded by Mr. Wright, to approve the current classification of Wastewater Treatment Laboratory Supervisor to be determined a noncompetitive position. The motion passed.
5. Mr. Ritchie moved, seconded by Mr. Wright to approve the request for the removals as listed below:
  - a. Removal of Nicholas Southard from the Account Clerk III and Equipment II eligible lists.
  - b. Removal of Christopher Hakes from the Administrative Typist II eligible list.
  - c. Removal of Ryan Schneider from the Firefighter Recruit eligible list.

The motion passed.

**IV. PUBLIC COMMENTS**

None

**V. BOARD COMMENTS**

Presentation of proclamation to Mr. Maurice Evans in honor of his service as the Secretary and Chief Examiner.

**VI. SECRETARY AND CHIEF EXAMINER REPORT**

Mr. Johnson provided an update on the status of Firefighter Recruit applications; the current Firefighter Recruit academy class and the upcoming EMT class.

Notified Board Members of the upcoming testing cycle.

Informed of the temporary hiring of Kamanea Fultz.

Collaboration with Human Relations Council concerning posting and accepting resumes for their current Senior Civil Rights position.

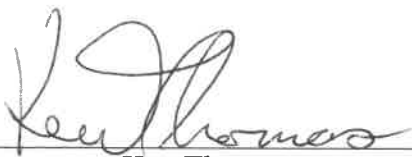
JobAps – Notified the Board Members of the Commission Work Session scheduled for Wednesday, March 20 at 4:30 p.m. and also the presentation at to be given at the Commission Meeting that evening at 6:00 p.m.

**VII. ADJOURNMENT**

At 9:26 a.m., Mr. Ritchie moved, seconded by Mr. Wright, to recess the meeting to the second floor of the Civil Service office for a JobAps presentation. The motion passed.

The meeting was reconvened at 9:40 a.m., to proceed with the JobAps preview.

Mr. Ritchie moved, seconded by Mr. Wright, that the Civil Service Board meeting of February 28, 2019 be adjourned. The motion passed and the meeting was adjourned at 10:36 a.m.



Ken Thomas,  
Secretary and Chief Examiner



Richard L. Wright, Chairperson