



## CIVIL SERVICE BOARD MEETING MINUTES JULY 22, 2021, 9:00 a.m.

<b>BOARD MEMBERS PRESENT:</b>	Thomas J. Ritchie, Sr., Chairperson Maria E. Oria, Member Richard L. Wright, Member
<b>BOARD MEMBERS ABSENT:</b>	
<b>STAFF PRESENT:</b>	Ken Thomas, Secretary and Chief Examiner Sheila Crum, Executive Assistant to Civil Service Board
<b>OTHER ATTENDEES:</b>	Torey Hollingsworth, Director, City Commission Office Dawn Manuel, Division Manager – Human Resources Norma Dickens, Senior Attorney Senay Semere, MBAC Program Director Tenia Foster, Senior HR Analyst Peter McLinden, Regional Director, Ohio Council 8 Ann Sulfridge, President, Local 101 Stephen Keeney, Staff Representative, Ohio Council 8

### I. ROLL CALL

The Chairperson, Thomas Ritchie, Sr., at 9:02 a.m., called the meeting to order. The Secretary and Chief Examiner called the roll. A quorum was present.

### II. APPROVAL OF MINUTES

Ms. Oria moved, seconded by Mr. Wright to approve the June 24, 2021 meeting minutes. The Board unanimously approved the motion.

### III. ACTION ITEMS

1. Ms. Oria moved, seconded by Mr. Wright, to approve the request to remove the candidates from the eligible lists as noted:
  - Administrative Typist II (#5 Open Competitive eligible list) – failure to respond to employment referral [Rule 8; Section C].
  - Conservation Specialist (#3 Open Competitive eligible list) and Kiln Operator I (#3 Open Competitive eligible list) – due to information revealed during background investigation [Rule 8; Section A].
  - Wastewater Treatment Plant Operator (#5 Open Competitive eligible list) – candidate did not complete processing [Rule 8; Section A].

The motion passed.

**Meeting Minutes**

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2. Ms. Oria moved, seconded by Mr. Wright, to approve that the new classification of Permit Clerk be determined competitive. The motion passed.

Mr. Wright moved, seconded by Ms. Oria, to approve the reclassification of the current Administrative Clerk III incumbents to the new classification of Permit Clerk, Myra A. Trayvick, Brenda G. Lewis, Rhonda R. Jones, Teresa A. Sharpe and Renata Yates. The motion passed.

3. Ms. Oria moved, seconded by Mr. Wright to approve the request for the temporary military waiver for Police Recruit candidate #59 (2021 eligible list) [Rule 8; Section 9]. The motion passed.

**IV. BOARD DISCUSSION ITEMS**

None

**V. BOARD COMMENTS**

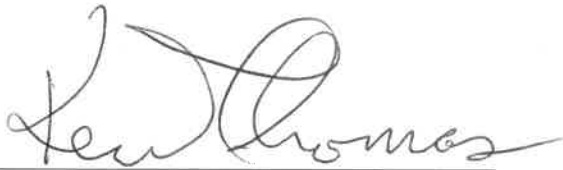
None

**VI. SECRETARY AND CHIEF EXAMINER REPORT**

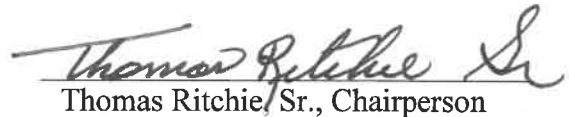
See attached.

**VII. ADJOURNMENT**

Ms. Oria moved, seconded by Mr. Wright, that the Civil Service Board meeting of July 22, 2021 be adjourned. The motion passed and the meeting was adjourned at 9:30 a.m.



Ken Thomas,  
Secretary and Chief Examiner



Thomas Ritchie, Sr., Chairperson