



A G E N D A

CIVIL SERVICE COMMISSION:

Regular Meeting of the Civil Service Commission of the City of Lyndhurst, November 9, 2017, at 8:30 a.m., in the Conference Room of the Lyndhurst Municipal Center, 5301 Mayfield Road. Raymond Schmidlin, Chairman, presiding.

Members: Commissioners: R. Schmidlin, S. Franks, R Sweeney

Others: P T Murphy, Director of Law
C J White, Secretary

Minutes:

Approve minutes of the Regular Meeting held October 12, 2017.

Approve scores and establish list for Lieutenant in the Lyndhurst Fire Department.

Approve scores and establish list for Captain in the Lyndhurst Fire Department.

Review draft legislation regarding Rule VIII, Section 6.

Review draft legislation regarding extra credit for full time experience in police and fire departments, amending Rule IV, Section 6.

Review draft legislation for appeal deadline for promotional testing, amending Rule VIII, Section 8.

Discuss Involuntary Disability Separation language.

RESOLUTION NO. 2017 –

**A RESOLUTION AMENDING RULE VIII, SECTION 6 OF
THE RULES OF THE CIVIL SERVICE COMMISSION AS
THEY APPEAR IN CHAPTER 171 OF THE CODIFIED
ORDINANCES OF THE CITY OF LYNTHURST**

**BE IT RESOLVED BY THE CIVIL SERVICE COMMISSION OF THE
CITY OF LYNTHURST, CUYAHOGA COUNTY, STATE OF OHIO, THAT:**

SECTION 1. Rule VIII, Section 6 of the Rules of the Civil Service Commission, as they now appear in Chapter 171 of the Codified Ordinances of the City of Lyndhurst, be and the same are hereby amended to read as follows: (new material appears like THIS; deleted material appears like ~~this~~)

**RULE VIII
PROMOTIONS**

Section 6. Applicants for promotion shall be examined on such practical and theoretical questions as, in the judgment of the Commission, pertain to the office or rank to which promotion is sought. They may also be examined on State laws and City ordinances, rules and regulations pertaining to the duties of the office or rank to which promotion is sought, and on such other subjects or tests which the Commission may prescribe. An application ~~will~~ MAY not be accepted while charges are pending against an applicant, AT THE DISCRETION OF THE COMMISSION, and any conviction on charges will ~~discredit an~~ BE CONSIDERED BY THE COMMISSION ~~applicant's record,~~ according to the gravity of the offense. ~~as the Commission shall determine.~~

SECTION 2. This Resolution shall be effective from and after the date of its adoption.

By order of the Civil Service Commission.

Raymond J. Schmidlin, Jr., Chairman
Civil Service Commission

PASSED: _____

ATTEST: _____
Secretary

Posted on the City Hall Bulletin Board: _____, 2017.

RESOLUTION NO. 2017 –

**A RESOLUTION AMENDING RULE VIII, SECTION 8 OF
THE RULES OF THE CIVIL SERVICE COMMISSION AS
THEY APPEAR IN CHAPTER 171 OF THE CODIFIED
ORDINANCES OF THE CITY OF LYNTHURST**

**BE IT RESOLVED BY THE CIVIL SERVICE COMMISSION OF THE
CITY OF LYNTHURST, CUYAHOGA COUNTY, STATE OF OHIO, THAT:**

SECTION 1. Rule VIII, Section 8 of the Rules of the Civil Service Commission, as they now appear in Chapter 171 of the Codified Ordinances of the City of Lyndhurst, be and the same are hereby amended to read as follows: (new material appears like THIS; deleted material appears like ~~this~~)

**RULE VIII
PROMOTIONS**

Section 8. After the examination scores have been certified, following grading, any appeal thereon (WHICH APPEAL MUST BE FILED WITHIN TEN (10) CONSECUTIVE CALENDAR DAYS AFTER SUCH CERTIFICATION) and the adding of seniority credit thereto, the Civil Service Commission shall certify the eligibility list for promotion and shall certify to the appointing authority the name of the applicant listed at the top of the eligibility list for promotion.

Such eligible applicant shall be appointed by the appointing authority within the time prescribed by law. If there is no time for appointment prescribed by law, then such appointment shall be made within thirty days after certification of the name to the appointing authority.

SECTION 2. This Resolution shall be effective from and after the date of its adoption.

By order of the Civil Service Commission.

Raymond J. Schmidlin, Jr., Chairman
Civil Service Commission

PASSED: _____

ATTEST: _____
Secretary

Posted on the City Hall Bulletin Board: _____, 2017.

RD
Redline

DRAFT

RESOLUTION NO. 2017-

A RESOLUTION AMENDING RULE IV, SECTION 6, OF THE RULES OF THE CIVIL SERVICE COMMISSION AS THEY APPEAR IN CHAPTER 171 OF THE CODIFIED ORDINANCES OF THE CITY OF LYNTHURST

BE IT RESOLVED BY THE CIVIL SERVICE COMMISSION OF THE
CITY OF LYNTHURST, CUYAHOGA COUNTY, STATE OF OHIO, THAT:

SECTION 1. Rule IV, Section 6, of the Rules of the Civil Service Commission, as they now appear in Chapter 171 of the Codified Ordinances of the City of Lyndhurst, be and the same is hereby amended to read as follows: (new material appears like THIS; deleted material appears like this)

EXAMINATIONS

Section 6. Maintaining one's certification as a paramedic is a condition of employment in the City for such period of time required to be necessary in the best interests of the City and the safety of its residents by the Fire Chief.

In an original appointment examination for the Fire Department, and upon submission by an applicant to the Commission of written documentary evidence acceptable to the Commission, five (5) additional points will be added to the final points score of the applicant who has earned an Associates Degree in Fire Science. Such credit or credits will only be given to an applicant who has first received the established passing grade.

In an original appointment examination for the Police Department, and upon submission by an applicant to the Commission of documentary proof acceptable to the Commission, ten (10) additional points will be added to the final points score of the applicant qualifying for such an examination who has successfully completed an Ohio Peace Officers Training Commission authorized basic police school and has maintained his or her certification since graduation. Such credit or credits will only be given to an applicant who has received the established passing grade.

In an original appointment examination for the Police Department, and upon submission by an applicant to the Commission of documentary proof acceptable to the Commission, five (5) additional points will be added to the final point score of the applicant who has earned an Associates Degree or higher. Written documentary evidence of the Degree acceptable to the Commission must be submitted to the Commission by the Applicant, and the Degree must be conferred by an institution accredited by the United States Department of Education or accreditation agencies recognized by the United States Department of Education. Such credit will only be given to an applicant who has first received the established passing grade.

IN AN ORIGINAL APPOINTMENT EXAMINATION FOR THE
POLICE DEPARTMENT, AND UPON SUBMISSION BY AN
APPLICANT TO THE COMMISSION OF DOCUMENTARY PROOF
ACCEPTABLE TO THE COMMISSION, FIVE (5) ADDITIONAL
POINTS WILL BE ADDED TO THE FINAL POINT SCORE OF THE
APPLICANT: (A) WHO IS (i) CURRENTLY EMPLOYED FULL-TIME
AS A POLICE OFFICER IN OHIO; AND HAS AT LEAST ONE

CONTINUOUS YEAR OF FULL-TIME DUTY, ~~AND IS NOT CURRENTLY UNDER ANY DISCIPLINARY ACTION. SAID EXTRA CREDIT WILL ALSO APPLY TO APPLICANTS QUALIFYING ABOVE WHO ARE OR~~ (ii) WHO IS CURRENTLY LAID OFF AS A POLICE OFFICER IN OHIO FOR NOT MORE THAN A YEAR FROM THE DATE OF RECEIPT OF THE APPLICATION BY THE ~~CIVIL SERVICE COMMISSION. SUCH CREDIT WILL ONLY BE GIVEN TO AN APPLICANT~~ COMMISSION; (B) WHO IS NOT CURRENTLY UNDER ANY DISCIPLINARY ACTION; AND, (C) WHO HAS FIRST RECEIVED THE ESTABLISHED PASSING GRADE.

IN AN ORIGINAL APPOINTMENT EXAMINATION FOR THE FIRE DEPARTMENT, AND UPON SUBMISSION BY AN APPLICANT TO THE COMMISSION OF DOCUMENTARY PROOF ACCEPTABLE TO THE COMMISSION, FIVE (5) ADDITIONAL POINTS WILL BE ADDED TO THE FINAL POINT SCORE OF THE APPLICANT : ~~(A) WHO IS (i) CURRENTLY EMPLOYED FULL-TIME AS A FIREFIGHTER IN OHIO; AND HAS AT LEAST ONE CONTINUOUS YEAR OF FULL-TIME DUTY, AND IS NOT CURRENTLY UNDER ANY DISCIPLINARY ACTION. SAID EXTRA CREDIT WILL ALSO APPLY TO APPLICANTS QUALIFYING ABOVE WHO ARE OR~~ (ii) WHO IS CURRENTLY LAID OFF AS A FIREFIGHTER IN OHIO FOR NOT MORE THAN A YEAR FROM THE DATE OF RECEIPT OF THE APPLICATION BY THE ~~CIVIL SERVICE COMMISSION. SUCH CREDIT WILL ONLY BE GIVEN TO AN APPLICANT~~ COMMISSION; (B) WHO IS NOT CURRENTLY UNDER ANY DISCIPLINARY ACTION; AND, (C) WHO HAS FIRST RECEIVED THE ESTABLISHED PASSING GRADE.

In an original appointment examination for either the Fire Department or the Police Department, any person who has served in the military service, as described in Ohio R.C. 124.23, and who files with the Civil Service Commission a Form DD-214 or evidence of an honorable discharge, shall receive three (3) additional points which will be added to the final point score of the applicant. Such credit will only be given to an applicant who has first received the established passing grade. No military credit shall be given for any promotional examination.

In an original appointment examination for the Police Department, and upon submission to the Commission by the Chief of Police of the City a written certification that such applicant is a special police officer in the City, and has satisfactorily been such for at least one (1) year immediately previous, five additional points will be added to the final point score of the applicant qualifying for such examination. Such points will only be given to an applicant who has first received the established passing grade.

SECTION 2. Any and all provisions of the Rules of the Civil Service Commission inconsistent herewith are hereby repealed, and all other provisions of Rule IV shall remain in full force and effect.

SECTION 3. This Resolution shall be effective from and after the date of its adoption.

By order of the Civil Service Commission.

Raymond J. Schmidlin, Jr., Chairman
Civil Service Commission

PASSED: _____

ATTEST: _____
Secretary

Posted on the City Hall Bulletin Board: _____, 2017.

2198641v2