

August 10, 2017

Lyndhurst, Ohio  
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The Civil Service Commission of the City of Lyndhurst met in Regular Session on Thursday, August 10, 2017 at 8:30 a.m. in the Conference Room of the Lyndhurst Municipal Center, 5301 Mayfield Road.

Commissioners Present: R. Schmidlin, Chairman  
S. Franks, R. Sweeney

Others Present: P T Murphy, Director of Law  
C J White, Secretary  
R Porrello, Chief of Police  
P Rhode, Executive Lieutenant, Police Department  
M. Carroll, Fire Chief

It was moved by Mr. Schmidlin, seconded by Ms. Sweeney that the reading of the minutes of the Special Meeting held July 19, copies of which were mailed to all members, be dispensed with and said minutes stand approved as circulated.

The question was put to a voice vote and passed unanimously.

Motion carried.

Mr. Schmidlin stated that some agenda items will be taken out of order.

**Correspondence from various member of the Police Department.**

The correspondence is in regards to the Sergeant and Lieutenant Eligibility Lists, which are expiring soon.

In answer to Mr. Schmidlin's question, Chief Porrello stated that he doesn't have an opinion either way; there are positives and negatives to either decision, whether extending the lists, or letting them expire. Chief Porrello further stated that not having a current promotional list is not nearly as detrimental as not having a current original appointment eligibility list readily available.

In answer to Mr. Schmidlin's question regarding when the Chief feels the next promotional test will be given, Chief Porrello stated he anticipates a few retirements within the next three years, however, none within the next year.

In answer to Ms. Sweeney's question regarding the time frame from test to actual promotion, Chief Porrello stated about a month or so.

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After discussion, it was decided to let the Sergeant and Lieutenant Eligibility Lists, established September 11, 2015 and October 8, 2015, respectively, in the Police Department expire. The Commission concurred.

**Review and finalize documents for promotional testing in the Fire Department.**

Documents for the upcoming Lieutenant and Captain tests were distributed and reviewed. The information sheet shows the date, times and location of the written tests and the assessment centers, and the candidates who are eligible to take the tests.

Chief Carroll stated that the only items that will change would be the book lists.

In answer to Mr. Schmidlin's question, Chief Carroll stated that he anticipates two candidates taking the captain's test, and possibly six people taking the lieutenant's test.

It was moved by Mr. Schmidlin, seconded by Ms. Sweeney that the documents submitted for the promotional testing, including the dates of the written exam and the assessment center, be approved, with the book lists to be confirmed at a later date.

The question was put to a voice vote and passed unanimously.

Motion carried.

**Discuss Rule VIII, Section 6.**

Chief Porrello stated that this would be something that is considered when a promotional test is given. He'd like to clarify the sentence "An application will not be accepted while charges are pending against an applicant, and any conviction on charges will discredit an applicant's record, according to the gravity of the offence, as the Commission shall determine." He further stated he would like clarification if this refers to internal policy violations and/or criminal charges.

Mr. Murphy stated he would like to see separate detailed descriptions for internal and external charges and/or convictions.

Chief Porrello stated that if a department member was under criminal charge, that person would also be under internal charge as well, because there is no criminal charge that does not violate some general policy internally.

Mr. Schmidlin recommended that this item be tabled for study and further review.

**Review Rules III and IV, as it pertains to Police Officers' certification requirements.**

After review, Chief Porrello stated he would like this rule to remain as is.

The Commission concurred.

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**Review draft legislation regarding extra credit for full time experience in a police department.**

Draft legislation amending Rule IV, Section 6 was distributed to the Commission. The change would be to add five (5) additional points to a candidate who submits documentary proof acceptable to the Commission who is currently employed as a full time officer in Ohio, with stipulations.

Ms. Sweeney questioned the portion that states, “. . . is not currently under any disciplinary action” when that period is, at the time of appointment or within a one year period.

Chief Porrello stated that he feels disciplinary action is wide ranging, and the time frame should be at the time of application that the candidate is not under any disciplinary action or suspension.

Mr. Murphy pointed out the draft legislation states the time frame as “when establishing the list.”

Chief Porrello recommended some type of document be signed by the alleged full time officer and notarized, for submission with application.

Chief Carroll stated that after reviewing this draft legislation, he too would like to implement similar language in the draft legislation that was proposed today, for original appointment in the fire department.

Mr. Schmidlin recommended adding reciprocal language for the fire department, and adding the proposed resolution on the next agenda.

It was moved by Mr. Schmidlin, seconded by Ms. Sweeney that the meeting be adjourned.

The question was put to a voice vote and passed unanimously.

Motion carried, meeting  
adjourned at 9:15 a.m.

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Raymond Schmidlin, Chairman

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_