

Lyndhurst, Ohio
October 12, 2017

The Civil Service Commission of the City of Lyndhurst met in Regular Session on Thursday, October 12, 2017 at 8:30 a.m., in the Conference Room of the Lyndhurst Municipal Center, 5301 Mayfield Road.

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

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

It was moved by Mr. Schmidlin, seconded by Ms. Sweeney that the reading of the minutes of the Regular Meeting held September 14, 2017, 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.

Discuss Rule VIII, Section 6.

This rule pertains to applicants for promotions currently under investigation for charges pending.

Chief Porrello stated that he would like the portion of the rule that says, “. . . an application will not be accepted while charges are pending against an applicant . . .” He then stated that the charges could turn out to be unsubstantiated.

Mr. Schmidlin recommended that the proposed verbiage be changed to “an applicant may not be accepted . . .” to be more discretionary.

Mr. Franks recommended that the words “Upon the discretion of the Commission, an applicant may not be accepted while charges are pending. . .”

It was recommended that the Law Director draft legislation for review at the next Civil Service meeting.

Review draft legislation regarding extra credit for full time experience in police and fire departments.

No draft legislation was submitted, however the application form for extra credit was reviewed.

This item was tabled pending further review.

Appeal deadline for promotional testing.

The Secretary explained that there is no rule in our Civil Service Rules or the State of Ohio Civil Service Rules that puts a deadline on the appeal process for promotional tests.

After discussion, it was recommended that the Law Director draft legislation to enact a seven (7) business day appeal period for challenging questions on a promotional test, and mirror Rule VI Section 1, with the addition of the word business, to read “If such eligible does not respond to such contact within seven (7) business days, he or she shall be removed from such certified list.

Discuss Involuntary Disability Separation Language.

Chief Carroll explained that involuntary disability separation language is in the State Civil Service Rules; if a department has someone that is out on an extended leave, the employee can be placed on involuntary disability separation, so they can't be on leave forever. It gives them a period of time, possibly one or two years at the most. He then stated that he spoke with a consultant who recommended language be adopted into Lyndhurst Civil Service Rules, due to the fact that it deals with Civil Service employees. He then recommended that the wording used in the State's Civil Service Rules be adopted for the City of Lyndhurst's Civil Service Rules.

Mr. Schmidlin stated that he and the members of the Commission will review the State's ruling on this topic for the next meeting.

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 8:50 a.m.

Raymond Schmidlin, Chairman

Approved: _____

Attest: _____