



City of Mentor-on-the-Lake

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MINUTES CIVIL SERVICE COMMISSION MEETING APRIL 26, 2018

The Regular Meeting of the Civil Service Commission for the City of Mentor-on-the-Lake, Ohio, was called to order by **Chair, Andy Rose** at 6:02 p.m.

ROLL CALL:
Aye: Andy Rose, Chair
Aye: Mike Constantine
Aye: Geoff Snow

Also Present: Dave Eva, Mayor and Fire Chief James Pechatsko

APPROVAL OF MINUTES: April 6, 2018

MOTION MADE BY MICHAEL CONSTANTINE, seconded by Andy Rose, to approve the minutes from April 6, 2018. **ROLL CALL:** Ayes: Andy Rose, Mike Constantine. Nays: None. Abstain: Geoff Snow

MOTION PASSED 2/0/1

CORRESPONDENCE: None

OLD BUSINESS:

Chair Rose stated our old business is what we discussed at the last meeting the full time lieutenant exam and date and we will start with that and ask Chief to fill us in on that.

Chief Pechatsko states he located a test from (IPMA-HR) International Human Resource place. He states he cannot recall the name but the test is a 100 question test with a 2 hour time limit. He explains it was affordable and he investigated the breakdown and they include a reading list. He says the company suggests giving the candidates 60 days to prepare for the test there was a nice breakdown of questions on the test covering fire suppression, management situations, those types of things so we ordered the test. The price was affordable. As far as dates for test he hopes that we could do the test Saturday June 30th if we distribute the reading list tomorrow (April 27th) that gives them 60 days to prepare for the test. Mayor asks if there is a reading list/study guide. Rose asks if we have that (reading list/study guide) available now? Chief states yes we do. Mayor inquires if all three eligible firemen will take the test. Chief verifies with clerk that all letters of intent have been received and all eligible firefighters will sit for the exam. Brief discussion was

had regarding the scheduling of the exam and it was decided to conduct the exam June 30th at 9am in the Community Room

MOTION MADE BY MICHAEL CONSTANTINE, seconded by Geoff Snow, to approve the administration of a lieutenant exam to be given June 30, 2018. ROLL CALL: Ayes: Andy Rose, Mike Constantine, Geoff Snow. Nays: None.

MOTION PASSED: 3/0

Chair Rose states proctoring of the test will be decided closer to the test. Mayor states if Chair Rose, Mr. Snow or Mr. Constantine are not available then he will proctor. Chair Rose states he is available as of today and that he cannot think of anything he has planned but will decide closer to test. General discussion was had regarding commission availability.

Chair Rose states that it has been 7 days since our last meeting and so pursuant to the Civil Service rules we can vote on an amendment to the rules regarding mileage discussed at the last meeting. Chair Rose states the Fire Chief has requested an amendment regarding mileage and he asks Chief to recap his request. He believes the amendment was 6 miles? Chief states current language restricts the fire department members to live within 3 miles of the fire station his request is to move the mileage out to six miles either from the station or from the city limits. He is fine with either way however the commission would like to vote on this request. He says the reason he is requesting this amendment is because current members would like to move and this will give them a little bit more room and options when choosing where to move. It was also in effect that the pool of talent within the 3 miles is pretty much exhausted. This would open up future employees possibility as well. Chair Rose asks if 6 miles as the crow flies is something the Chief is comfortable with? Chief states he is comfortable and Chair Rose states that everyone is different some comfort levels are up to ten miles it's all over the map there is no standard. Chief states like he said at the previous meeting he is comfortable with the six miles the ORC states within the county but he doesn't think that will work for us and that six miles is comfortable when they are responding. He says with the way that mutual contracts work if we have a working fire we automatically have Willoughby and Mentor coming right off the bat so hes comfortable with the six mile extension. Mr. Snow asks where the 3 minutes comes from? He states in reference to our previous meeting there would be 3 minutes added to the response? Chief states that was a guesstimate and that moving the radius out another 3 miles would add 3 minutes to the response time in responding to either the station or the scene depending on what the call is. Mr. Snow asked if we set the miles to six are we looking then at seven or eight down the road? He asks are we setting a president that we could keep moving the mileage out? For example if we move it to 6 then 8 the person says that we already moved it and that we could keep moving it out when the original intent was just 6 and if we do 8 at some point then 8 is too far? Then the person that wants 8 says you have already done 6. Chief states I believe that that's the Commission's decision where to stop the mileage. He states as far as my plan for the future its my hope to eventually have enough manpower that I would eliminate people coming from home for backup rescue. He goes on and states it would only be necessary for major incidents like car

accidents or fire. Mr. Constantine states so typically if someone is coming from let's say Mentor are they meeting at the location or are they meeting here (fire station). Chief explains depends on if it's a backup rescue they have a choice to come to the station or go right to the scene. If it's a fire it depends on if they have their gear or not if they have their gear they go right to the scene. Some guys that live close will come right to the station because they are here within a minute and they are right behind the first responding vehicle and they are grabbing the other vehicle if it's a fire they are grabbing the other truck and going. He explains but the guys that are out a little more make that decision and we are about 50% like half the guys take their vehicles just in case. Then the other half take their gear with them the others leave it at the station. Mr. Constantine asked if anyone is waiting for group one before they go. Chief states no group one leaves right away. There is no one waiting to respond. Mr. Snow and Mr. Constantine state and both agree that the radius should start at City Hall/Fire. Mr. Constantine asks if maybe we should add ½ mile to the six miles. Andy states he thinks it should just be 6 miles as the crow flies and if everyone is comfortable with that...he asks the Mayor/Safety director if there is any objections. Mayor states he is ok with it

MOTION MADE BY MICHAEL CONSTANTINE, seconded by Geoff Snow, to update the distance rule to 6 miles from the fire station/city hall in the Civil Service Rules. **ROLL CALL:** Ayes: Andy Rose, Mike Constantine, Geoff Snow. Nays: None.

MOTION PASSED: 3/0

Chair Rose states second on the agenda is the classification of part time police officers. He explains the Clerk in preparing a report for the State of Ohio noticed a discrepancy that when we changed the charter in 2015 to make part police officers unclassified so that the police chief had a better opportunity to hire. The civil service rules were never updated so they are in conflict so in order to be consistent there was a recommendation to change the civil service rules to match the charter with the charter being the senior document for lack of a better term.

MOTION MADE BY MICHEAL CONSTANTINE, seconded by Geoff Snow, to amend the Civil Service Rules to make part time police officers unclassified to match the Charter. **ROLL CALL:** Ayes: Andy Rose, Mike Constantine, Geoff Snow. Nays: None.

MOTION PASSED: 3/0

Chair Rose states this concludes old business and there is no new business. He states will coordinate with clerk to see who will proctor the exam.

SETTING OF MEETINGS: The commission did not schedule any meetings.

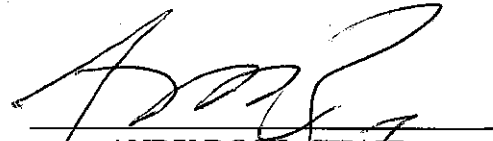
ADJOURNMENT

MOTION MADE BY MICHAEL CONSTANTINE, seconded by Geoff Snow, for adjournment. ROLL CALL: Ayes: Andy Rose, Mike Constantine, Nays: none

MOTION PASSED 3/0

MEETING ADJOURNED: 6:29 p.m.

ADOPTED: June 18, 2018


ANDY ROSE, CHAIR

ATTEST: 
NIKKI VELEZ, CLERK