

# Civil Service Commission Minutes

Cincinnati, Ohio

**April 26, 2012**

The Civil Service Commission met in regular session in Room 307, Council Chambers, on Thursday, April 26, 2012. Commissioners in attendance were Mr. James Robinson, Chair; Ms. Deborah Gaines and Mr. Robert Braddock. Commission staff present included, Ms. Georgetta Kelly, Civil Service Secretary; Ms. Arnell Jackson, Assistant Civil Service Secretary and Ms. Ornita Brown, Recording Secretary.

Since minutes from the April 12, 2012 meeting had been circulated among the members, a motion to dispense with a reading of the minutes was passed and the minutes were approved.

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The Civil Service Commission has scheduled a hearing for Granada Williams for May 17, 2012 at 9:00 a.m. concerning her dismissal from the Public Services Department.

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## **ELIGIBLE LIST**

- Electrical Maintenance Worker 3 – promotional
- Parks/Recreation Maintenance Crew Leader – promotional
- Water Customer Service Representative 1 – promotional
- Welder – open and promotional

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## **SPECIAL EXAMINERS**

- Lisa Auciello and Brenda Dixon for the Service Area Coordinator (Recreation Programming) exam
- Dr. Mohammad Alam for the Senior Sanitarian exam
- Doug Wiesman and Eliot Isaac for the Police Sergeant exam

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## **METROPOLITAN SEWER DISTRICT**

### **Request from the Metropolitan Sewer District for the promotion without exam of Christopher Smyth from a Plant Operator 2 w/Class 2 license to a Plant Operator 2 w/Class 3 license**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Smyth has received his licensure.

### **Request from the Metropolitan Sewer District for the exceptional appointment of Darron Mohammed as a Computer Programmer Analyst**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Mohammed qualified and the Commission previously approved this title for exceptional appointment.

**Request from the Metropolitan Sewer District for the temporary promotion of Ryan Welsh from a Senior Engineer to a Supervising Engineer**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the temporary promotion is needed for the continuity of the day-to-day operations and Mr. Welsh meets the qualifications.

**PARKS**

**Request from the Parks Department for the exceptional appointment of Erin Dempsey, Joshua Hill, and Andrew McKenrick as Florists**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that they are qualified and the Commission previously approved this title for exceptional appointment.

**PUBLIC SERVICES**

**Request from the Public Services Department for the exceptional appointment of Paul Cook and Michael VonHoene as Cement Finishers**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that they are qualified and the Commission previously approved this title for exceptional appointment.

**Request from the Public Services Department for the permanent appointment of Ai-Rick Coleman, James Freeman, and Gregory Williams from Municipal Workers to Sanitation Helpers**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that they are the most senior municipal workers in the employing unit.

**RETIREMENT**

**Request from the Retirement Department for the transfer of Mary Kelsey from the Water Works Department as an Administrative Specialist**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer.

**TRANSPORTATION AND ENGINEERING**

**Request from the Department of Transportation and Engineering for the promotion without exam of Melissa McVay from a City Planner to a Senior City Planner**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. McVay has successfully completed three years of service as a City Planner and she meets the qualifications.

## **WATER WORKS**

### **Request from the Water Works Department for the transfer and voluntary demotion of John Dailey from the Community Development Department as an Inspector Trainee to the Water Works Department as a Water Customer Service Representative 1**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer and voluntary demotion.

### **Request from the Water Works Department for the promotion without exam of Yann Le Gouellec from a Senior Engineer to a Supervising Engineer**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Le Gouellec is the only interested and qualified employee in the employing unit.

### **Request from the Water Works Department for the promotion without exam of Richard Creager from a Maintenance Machinist to a Plant Maintenance Supervisor**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Creager was chosen from the five interested and qualified employees in the employing unit.

### **Request from the Water Works Department for the exceptional appointment of Jeremy Parker as a Plant Operator 1**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Parker is qualified and the Commission previously approved this title for exceptional appointment.

### **Request from the Water Works Department for the exceptional appointment of Tracy Kump as a Laboratory Technician 1**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. Kump is qualified and the Commission previously approved this title for exceptional appointment.

### **Request from the Water Works Department for the exceptional appointment of Niranjana Deshpande as a Senior Engineer**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Deshpande is qualified and the Commission previously approved this title for exceptional appointment.

<b>AGENDA ITEMS</b>
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**Request from Lisa Shafor-Frolicher for additional time for the Service Area Coordinator (Recreation Programming) promotional exam**

The staff recommended denial of the request. After review and discussion, the Commission placed this request on hold for further research.

**Request from Kevin Orcutt to appeal his rejection from the Computer Systems Analyst (CAGIS) exceptional appointment process**

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Mr. Orcutt does not meet the minimum qualifications.

**Request from Kendrick Lockett to appeal his pre-employment physical for the Public Services Municipal Worker position**

The staff recommended denial of the request. After review and discussion, the Commission placed this request on hold for further research.

**Request from Adam Tucker to appeal his elimination from the Fire Recruit selection process**

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Ohio State Law places a cap on the age limit for Fire Recruit/Fire Fighter.

**Request from the Water Works Department to remove Vicky Cooper from the Water Works Maintenance Worker (Article XX) promotional eligible list**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. Cooper did not pass the practical examination as allowed by the AFSCME Union contract.

**Request from the City Manager's Office to add a Director of Communications (unclassified) position to their table of organization**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed title and the deletion of an Assistant to the City Manager (unclassified) position.

**Request from the Retirement Department to add two Administrative Technician positions to their table of organization**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed title and the deletion of a Clerk Typist 3 position.

**Request from the Police Department to add 50 Parks/Recreation Program Leader (Summer Cadet) positions to their table of organization**

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed title.

**Request from the Metropolitan Sewer District to add the following positions to their table of organization:**

6 Senior Engineer	3 Administrative Specialist
3 Administrative Technician	2 Civil Engineering Technician 1
1 Asst Treatment Superintendent	1 Storekeeper
2 Senior Plant Supervisor	1 Engineering Technician 4
1 Fleet Services Supervisor	1 Motor Equipment Operator 2
1 Water Works Dispatcher	

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed titles and the deletion of the following positions:

1 Supervising Engineer	2 Plant Supervisor
3 Senior Engineering Technician	1 Sewer Construction Inspector
1 Wastewater Collection Inspector	2 Wastewater Collection Supervisor

**Pending:**

Whitney Mobley  
Jasmine Wright

**Appeals to be scheduled:**

Joseph Lee  
Alfred Brewster  
Veno Mitchell  
David Johnson  
Anthony Harper  
James Roper  
Lester McEwen  
Alice Folsom  
Curtis Boykins  
David Scott (2)  
Veronica Barnes