

# Civil Service Commission Minutes

Cincinnati, Ohio

**April 12, 2012**

The Civil Service Commission met in regular session in Room 307, Council Chambers, on Thursday, April 12, 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 March 22, 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 met in regular session on March 29, 2012, 9:00 a.m. to hear the appeal of Jasmine Wright concerning her dismissal from the Water Works Department. The City was represented by Julie Bissinger, Assistant City Solicitor. The appellant was represented by Peter McLinden, AFSCME. The official court reporter was Elite Reporting Agency. After hearing some of the arguments and testimony, due to time constraints, the Commission continued the appeal and rescheduled the conclusion for April 12, 2012, 9:30am.

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The Civil Service Commission met in regular session on April 12, 2012, 9:30 a.m. to hear the continued appeal of Jasmine Wright concerning her dismissal from the Water Works Department. The City was represented by Julie Bissinger, Assistant City Solicitor. The appellant was represented by Peter McLinden, AFSCME. The official court reporter was Elite Reporting Agency. After hearing all the arguments and testimony, the Commission took the matter under advisement.

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The Civil Service Commission has scheduled a hearing for Steve Byrne for May 3, 2012 at 9:00 a.m. concerning his suspension from the Water Works Department.

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## **ELIGIBLE LIST**

- Parks/Recreation Maintenance Crew Leader – promotional
- Truck Driver (CDL) – promotional

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## **ENTERPRISE TECHNOLOGY SOLUTIONS**

### **Request from Enterprise Technology Solutions for the exceptional appointment of Joshua Hamaker as a Computer Systems Analyst (CAGIS)**

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. Hamaker is qualified and the Commission previously approved this title for exceptional appointment.

**Request from Enterprise Technology Solutions for the transfer of Charlene Ware from the Public Services Department as a Senior 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.

**FINANCE/PURCHASING DIVISION**

**Request from the Finance Department/Purchasing Division for the transfer and title change of Douglas Robinson from the Water Works Department as a Senior Administrative Specialist to the Purchasing Division as a Senior Buyer**

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 title change.

**HEALTH**

**Request from the Health Department for the exceptional appointment of Tina Cunningham, Rachel Thomas, and Rhonda Hocker as Public Health Nurse 2s**

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.

**METROPOLITAN SEWER DISTRICT**

**Request from the Metropolitan Sewer District for the promotion without exam of Kevin Thomas from an Electrical Maintenance Helper to an Electrical Maintenance Worker 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. Thomas has successfully completed one year of service as an Electrical Maintenance Helper.

**Request from the Metropolitan Sewer District for the promotion without exam of Rachel Oscherwitz 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 Ms. Oscherwitz has received her licensure.

**PARKS**

**Request from the Parks Department for the exceptional appointment of Aaron Kleinman, Solomon Gamboa, and Brandon Kersker 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.

## **POLICE**

### **Request from the Police Department for the transfer and voluntary demotion of Anne Barlage from the City Planning and Building Department as a City Planning Technician 1 to the Police Department as a Clerk Typist 3**

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.

## **WATER WORKS**

### **Request from the Water Works Department for the transfer of Fabian David from the Health Department as a Clerk Typist 2**

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.

## **SPECIAL EXAMINERS**

- Michael Thomas, Doug Carlisle, Stephen Gerth, Lois Finnell, and Doris Simmons for the Service Area Coordinator (Recreation Programming) exam

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| <b>AGENDA ITEMS</b> |
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### **Request from Patricia Herlinger to appeal her rejection from the Supervising Management Analyst (Human Resources Manager) 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 Ms. Herlinger does not meet the minimum qualifications.

### **Request from James Conn to appeal his pre-employment physical for the Water Works Valve Operator 1 position**

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the information provided at the meeting.

### **Request from the Water Works Department to skip over Robert Doyle on 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 Mr. Doyle is currently on light duty and the department will hold a position.

### **Request from Enterprise Technology Solutions to add an Information Technology Assistant Manager 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 Administrative Technician.

**Request from the Police Department to add an Accounting Technician 2 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 Accounting Technician 3 position.

**Request from the Water Works Department to add an Administrative Technician and a Computer Systems Analyst 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 titles.

**Request for approval of new and/or revised classification specifications:**

- Clerk Typist 1 – open
- Senior Customer Relations Representative – promotional
- Service Area Coordinator (Recreation Programming) – promotional
- Supervisor of Industrial Waste Disposal – promotional

**Pending:**

Whitney Mobley  
Jasmine Wright

**Appeals to be scheduled:**

Joseph Lee  
Alfred Brewster  
Veno Mitchell  
David Johnson  
Anthony Harper  
James Roper  
Lester McEwen  
Alice Folson  
Granada Williams  
Curtis Boykins  
David Scott (2)  
Veronica Barnes  
William Hill