

# Civil Service Commission Minutes

Cincinnati, Ohio

March 8, 2012

The Civil Service Commission met in regular session in Room 307, Council Chambers, on Thursday, March 8, 2012. Commissioners in attendance were Ms. Deborah Gaines and Mr. Robert Braddock. Mr. James Robinson was absent. Commission staff present included, Ms. Ursula McDonnell, Interim Civil Service Secretary; Ms. Arnell Jackson, Assistant Civil Service Secretary and Ms. Ornita Brown, Recording Secretary.

Since minutes from the February 23, 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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## **WATER WORKS**

### **Request from the Water Works Department for the exceptional appointment of Richard Stuck as an Engineering Geologist/Hydrogeologist**

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

## **CITY MANAGER/BUDGET AND EVALUATION**

### **Request from the Budget and Evaluation Division for the exceptional appointment of Rachel Mecklenborg as a Management 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 Ms. Mecklenborg is qualified and the Commission previously approved this title for exceptional appointment.

## **POLICE**

### **Request from the Police Department for the transfer of Anniece Mailey from the Water Works Department as an Accounting Technician 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.

## **RETIREMENT**

### **Request from the Retirement Department for the transfer of Pamela Shaw from the Public Services Department as an Administrative Technician**

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.

<b>AGENDA ITEMS</b>
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**Request from Alisha Jefferies to appeal her disqualification from the Assistant Operator and Dispatcher selection process**

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 and Ms. Jefferies was eliminated based on the approved criteria and her own admissions and/or omissions.

**Request from Stacey Staton to appeal her rejection from the Crime Analyst 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. Staton does not meet the minimum qualifications.

**Request from Amy Hoffman to appeal her rejection from the Crime Analyst 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. Hoffman does not meet the minimum qualifications.

**Request from Amanda Conner to appeal her rejection from the Crime Analyst 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. Conner does not meet the minimum qualifications.

**Request from Jeremy DuBois to appeal his rejection from the Crime Analyst 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. DuBois does not meet the minimum qualifications.

**Request from Sean Williams to appeal his rejection from the Crime Analyst 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. Williams does not meet the minimum qualifications.

**Request from James Gatesman to appeal his rejection from the Crime Analyst 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. Gatesman does not meet the minimum qualifications.

**Request from the Recreation Department to add a Supervising Parks/Recreation Coordinator 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 Water Works Department to add an Assistant Treatment Superintendent 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.

**Request from the Police Department to add an Accounting Technician 2 and two Senior Computer Programmer Analyst 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 titles.

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

Economic Development Director – unclassified

**Information Item from January 26, 2012**

- ❖ Request from the Parks Department to use the exceptional appointment process to fill six Florist positions. This item will be held for 45 days for comments or concerns. There were no comments or concerns, therefore the Commission approved this request.

**Pending:**

**Appeals to be scheduled:**

Joseph Lee  
Alfred Brewster  
Veno Mitchell  
David Johnson  
Anthony Harper  
James Roper  
Lester McEwen  
Alice Folson  
Granada Williams  
Curtis Boykins  
Steve Byrne