

# RECORD OF PROCEEDINGS

Minutes of Merit System Commission

Held April 6, 2023

**Call to Order**

Merit System Commission Call To Order at 10:00 AM

|                |        |         |
|----------------|--------|---------|
| Mary Woeste    | Chair  | Present |
| Jim Kempe      | Member | Present |
| Dave Rodehaver | Member | Present |

Staff Members Present: Police Chief Craig Richardson, Street Superintendent Chris Dunn, Deputy Police Chief Jason Neubauer, Public Information Officer Aaron Vietor, and Clerk of Council Amy Brown

**Approval of Minutes**

**Merit System Commission Minutes - March 2, 2023**

Mrs. Woeste asked if there were any changes or corrections to the March 2, 2023 MSC meeting minutes. Hearing none, the minutes were approved as submitted.

**Merit System Commission Minutes - March 9, 2023**

Mrs. Woeste asked if there were any changes or corrections to the March 9, 2023 MSC meeting minutes. Hearing none, the minutes were approved as submitted.

**Business**

**Termination of Current Entry Level Police Officer List**

Chief Richardson explained the entry level process that kicked off a few weeks ago only drew six applicants that successfully completed the application process. He noted out of those six, two withdrew, two were not optimal candidates, and they have job offers out to the remaining two. He requested the list be terminated.

Mrs. Woeste confirmed that the lateral process has started.

Chief Richardson replied, they have advertised and accepted applications, but they have not begun reviewing those applications and were waiting until this entry level list was terminated.

Mr. Kempe made a motion to terminate the Entry Level Police Officer list.

**RESULT:** Passed, *(Yes 3, No 0, Abstained 0)*  
**MOVER:** Jim Kempe  
**AYES:** Mary Woeste, Jim Kempe, Dave Rodehaver  
**NAYS:** None

**Other Business**

Mr. Dunn reported they are currently moving forward with the assessment test, and hope to conduct that in the next week or two. He asked if it would be possible to give the assessment and interviews and then bring back for the MSC to approve both in May instead of waiting to just have the assessment scores approved in May.

Mrs. Woeste stated she didn't remember them having to come back.

Mrs. Brown remarked in the past, they have had the certification and release of the scores after

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the first exam, and then the next certification and release of the combined scores with the first exam and assessment, and then they would have the interviews.

Mrs. Woeste asked how many people were up for these promotions.

Mr. Dunn responded, for Operator I it is 4 and for Operator II it is 3.

Mrs. Woeste stated regardless of the scores, they would probably release all four names for the interview process, so she would feel safer if the scores were brought back after the assessment, and the interviews could be done right after that.

Mrs. Brown noted that meeting would be May 4, so once they approve, he could start interviewing after that.

Mrs. Woeste confirmed after the assessment, they don't approve anything else.

Mr. Rodehaver questioned if there could be any way they could expedite any part of this process. He stated since he has been on the board, everything seems to be in slow motion.

Mrs. Woeste commented in serving on this board, they have to follow not only the MSC rules, but also the ORC. She noted some of those they have worked their way around, but some of them you cannot and they were put in place so all hiring is on a fair basis to anyone and everyone who applies. She stated step by step is done so that the rules can't be overlooked to get somebody in. She remarked somewhere in there, they can hire a temporary individual, but she isn't sure if that is at the state level or in the MSC rules, but it could be for only six months. She stated if that is the case, they might as well go through a hiring process. She noted she thought the problem wasn't the process, but the times they are living in because people don't want to be police officers or firefighters. She added no matter how they try to expedite the process, she questions if they are going to get the qualified people they are looking for.

Mr. Rodehaver stated, today, they exhausted a list and then they have to wait a certain amount of time in order for the MSC to terminate the list, and noted there is a huge time delay.

Mrs. Woeste noted they may not be able to easily change in-place processes and steps, however, there may be time between those steps that they can shorten. She noted they could meet on demand to terminate or approve a list if something important comes up that they need to get moving on.

## Adjournment

Meeting Adjourned at 10:14 AM

  
Mary Woeste



ATTEST: Clerk of Council Amy Brown