



## **Civil Service Commission**

**4060 Columbia Woods Drive**

**Norton, OH 44203**

**Phone: 330-825-3086**

**Fax: 330-825-2050**

**To:** Civil Service Commission (members 3)  
**From:** Janice Back, Civil Service Commission Secretary  
**Date:** January 25<sup>th</sup>, 2018  
**Re:** Approved, signed Civil Service Commission minutes for meeting held on  
January 8<sup>th</sup>, 2018

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Attached you will find a copy of the approved, signed minutes from the Civil Service Commission meeting held on January 8<sup>th</sup>, 2018.

Please note the original, approved, signed minutes are hereby forwarded and on file with the Clerk of Council.

original on file: Kerry Macomber, Clerk of Council  
hard copy: Posting/Stenographer/CSC file  
emailed cc: CSC Members (3)  
Mike Zita, Mayor  
Robert Fowler, Administrative Officer  
Justin Markey, Esq.-Director of Law  
Administrative Assistant (None)  
Council Members (7)

**City of Norton**  
**CIVIL SERVICE COMMISSION**  
**January 8<sup>th</sup>, 2018**

*The Norton Civil Service Commission convened for a meeting in the NFD OM Office.*

Vice Chair Person, Peggy Dobbins called the meeting to order at 2:31 p.m.

**Roll Call:** Peggy Dobbins  
Joseph Conte  
**Attendees:** NPD Chief John Dalessandro  
Administrative Officer, Robert Fowler  
Council Member, Jack Gainer  
**Absent:** Angela Beck

**NEW BUSINESS:**

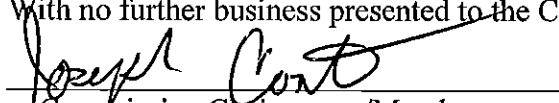
- The commission members were presented with the NPD Captain Job Description and Posting with Calendar of events for this position. Janice Back (CSC Secretary) requested that the commission proof read and share their findings and questions they may have. The paperwork was also offered to the attendees. The commission members stated that everything appeared to be in order and they had no issues with the Posting and Job Description.
- Chief Dalessandro explained that the Ohio Association of Chiefs of Police (OACP) will be visiting the city to discuss the assessment center that is scheduled for February 24<sup>th</sup>, 2018. He said that after the meeting he will know if there is any study/reference materials that will be needed for the assessment. Chief stated that he will get the study materials, if any, to the CSC members after meeting with the assessors.
- Council Member, Jack Gainer asked how many eligible candidates might there be? Chief stated that there are 4 that are eligible to attend the assessment.
- It was brought up that if there were not enough candidates, what would be the next step. Chief Dalessandro said that the City could arrange for an open competitive exam/assessment. He stated that he believes there is legislation in place for this situation.

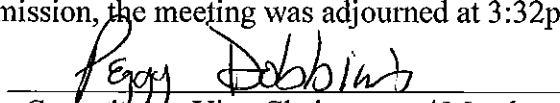
**CURRENT BUSINESS:**

The commission agreed to meet next on January 24<sup>th</sup>, @ 2:30 p.m. to review the applications for the upcoming NFD FF/Medic test that is scheduled for February 3<sup>rd</sup>, 2018.

**CONSIDERATION OF THE MINUTES:**

- There were no minutes presented for signatures at today's meeting.
- With no further business presented to the Commission, the meeting was adjourned at 3:32p.m.

  
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Commission Chairperson/Member

  
\_\_\_\_\_  
Commission Vice-Chairperson / Member

Date Approved: 1-24-18