



## **Civil Service Commission**

**4060 Columbia Woods Drive**

**Norton, OH 44203**

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**To:** Civil Service Commission (members 3)  
**From:** Janice Back, Civil Service Commission Secretary  
**Date:** May 31<sup>st</sup>, 2018  
**Re:** Approved, signed Civil Service Commission minutes for meeting held on  
April 11<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 April 11<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: Clerk of Council  
hard copy: Website/Stenographer/CSC file  
emailed cc: CSC Members (3)  
Mayor  
Administrative Officer  
Esq.-Director of Law  
Administrative Assistant  
Council Members (7)

**City of Norton**  
**CIVIL SERVICE COMMISSION**  
**April 11<sup>th</sup>, 2018**

*The Norton Civil Service Commission convened for a meeting in Councils Chambers*

**Call To Order:** Joseph Conte called the meeting to order at 2:30 p.m.  
**Roll Call:** Joseph Conte  
Angela Beck  
**Absent:** Peggy Dobbins  
**Attendees:** NPD Chief John Dalessandro

**CURRENT BUSINESS:**

- NPD Chief John Dalessandro attended the meeting today to ask the commission to certify the NPD Captain list. It was explained by the commission that Joseph Conte did not receive the assessment center results. Angela Beck said that she did not receive the results either. There was some confusion as to why the commission did not receive the results. Angela asked what the process was to receive the results. Chief Dalessandro explained that the exam results were emailed to Mr. Fowler. Angela asked Chief Dalesdsandro if he too had the results. Chief said yes. He explained that they gave the assessors the email addresses of the commission members.
- Chief asked if the results were sent to CSC Secretary, Janice Back. Mrs. Back stated “no they did not”.
- The members were given the extra credit points in their packet for today’s meeting. Chief asked if he could see those extra credit points and were they correct. Mr. Conte stated that the candidates approved the extra credit points as they signed in for the assessment center.
- The members reviewed the assessment center grades and added the extra credit points to those grades so that Chief Dalessandro could determine the final results. Angela explained that if the grades would have been sent to the commission they could have come to the meeting today with a certified list in hand. Angela Beck has requested to talk to Administrator, Robert Fowler about this results/certification process.
- After the extra credit points were added to the assessment results, Angela Beck and Joseph Conte determined which candidate ranks #1 and #2.

- Angela motioned that Kevin Starling is ranked #1 and Larry Lane is ranked #2. Joseph seconded the motion.

Roll Call: Yes: Angela Beck  
Joseph Conte  
No: None

- Angela also motioned to certify the final results for the NPD Captain's Exam and Joseph seconded the motion.

Roll Call: Yes: Angela Beck  
Joseph Conte  
No: None

Both motions passed 2-0

- Chief Dalessandro explained that he has not met with the candidates yet but plans on meeting with them tomorrow to give them their scores and give them the opportunity to take a look at how they were scored. He wanted everything verified with the commission before he proceeded any further.
- The members agreed to table the following agenda items until all members can be present for discussion:
  - Classification Resolves
  - Joint Community Testing
  - Civil Service Rules Updates

**NEW BUSINESS:**

- Payroll Certification was performed and approved for the 1<sup>st</sup> Quarter, 2018.

**CONSIDERATION OF THE MINUTES:**

- The minutes from 2/14/18 and 2/28/18 were presented and approved.
- With no further business presented to the Commission, the meeting was adjourned at 3:00 p.m.

  
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Commission Chairperson / Member

  
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Commission Vice-Chairperson / Member

Date Approved: 5-30-18