



Memorandum

To: Civil Service Commission (3) – (emailed)
From: Janice Back, Civil Service Commission Secretary
Date: August 14th, 2014
Re: Preliminary Drafted Minutes of the Civil Service Commission on July 15th, 2014

Attached you will find a copy of the preliminary drafted minutes from the Civil Service Commission meeting held on Wednesday, July 15th, 2014 for your review. Please note these preliminary drafted minutes are subject to the Commission's review and are subject to change.

Please contact me no later than Wednesday, August 20th, 2014 with any corrections or editorial suggestions that you may have. I can be reached at jback@cityofnorton.org . If I do not hear from you, I will assume they are correct and will arrange to obtain signatures accordingly.

Please print this page if you prefer a hard copy for your files.

Thank you.

Emailed-cc: CSC Members (3)
Mike Zita, Mayor
Valerie Carr, Administrative Officer
Justin Markey, Law Director
Ann Campbell, Admin. Assistant
Hard copy: Stenographer/ CSC File

City of Norton
Civil Service Commission
July 15th, 2014

The Norton Civil Service Commission convened for a meeting at the Norton Fire Division. Chairperson Angela Beck called the meeting to order at 2:34 p.m.

Roll Call:	Angela Beck Judith Dynia
Absent:	Peggy Dobbins

OLD BUSINESS:

There was no old business to discuss at this time.

NEW BUSINESS:

The commission met today to discuss a request from NPD Chief Hete. There is a need for a NPD Officer test. Chief Hete requested that the test be a carbon copy of the last NPD Officer test, making changes to wages only.

The commission unanimously agreed that the Police Department is in need of another Officer.

Yays:	3
Nays:	0

Secretary, Janice Back was given instruction to proceed with the process for this test.

The commission certified payroll during this meeting.

CONSIDERATION OF THE MINUTES:

The Commission had no minutes to sign at this time.

With no further business coming before the Commission, the meeting was adjourned at 3:42 p.m.

Commission Chairperson/Member

Commission Vice-Chairperson / Member

Date Approved: _____

Norton CSC Preliminary Minutes from July 15th, 2014