



The City of Norton
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To: Civil Service Commission (3) emailed
From: Janice Back, Civil Service Commission Secretary
Date: March 11th, 2015
Re: Approved, signed Civil Service Commission minutes for meeting held
on February 18th, 2015

Attached you will find a copy of the approved, signed minutes from the Civil Service Commission meeting held on February 18th, 2015.

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

original on file: Karla Richards, Clerk of Council
hard copy cc: Ann Campbell/Admin. File
Posting/Stenographer/CSC file
emailed cc: CSC Members (3)
Mike Zita, Mayor
Valerie Carr, Administrative Officer
Justin Markey, Esq.-Director of Law

City of Norton
Civil Service Commission Meeting
February 18th, 2015
*The Norton Civil Service Commission convened for a meeting in the
NFD Administrative Secretary's Office*

Chair person, Angela Beck called the meeting to order at 2:39 p.m.

Roll Call: Judith Dynia
Peggy Dobbins
Angela Beck
Absent: None

OLD BUSINESS:

- The CSC was informed that Administration has utilized the "Laborer" eligibility list from 2014. Two men have been hired and will be starting next Monday.
- The commission reviewed and approved the Assistant Fire Chief posting that will be used for the upcoming test. The date for this test has not been officially set yet.

Roll Call: Yeas: Judith Dynia
Peggy Dobbins
Nays: None

Motion Passed 3-0

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- Judy Dynia said she would like to see the job descriptions in place before they are used for job postings. They have yet to be put into the General Order. Janice Back said she will give report on this by the next meeting.

NEW BUSINESS:

- The commission checked the sign in sheet for accuracy that will be used this Saturday at the FF/Medic test. Everyone agreed that the sign in list was accurate.

Roll Call: Yeas: Judith Dynia
Peggy Dobbins
Nays: None

Motion Passed 3-0

- Two members will be able to attend the FFII/Medic test this Saturday, February 21st, 2015.

- Peggy Dobbins commented that she would like to someday see credit given for any degree that someone has achieved. She feels that this demonstrates perseverance and that those candidates show an incentive to learn. This will be discussed in more detail at a meeting in the near future. Research will have to be directed to the ORC to see what it says about this subject.

CONSIDERATION OF THE MINUTES:

- The minutes from January 21st, 2015 were presented for signatures. The minutes were approved and signed.
- With no further business coming before the Commission, the meeting was adjourned at 3:28 p.m.



Commission Chairperson/Member



Commission Vice-Chairperson / Member

Date Approved: 03/11/15