

VERMILION CIVIL SERVICE COMMISSION MEETING

Minutes of April 7, 2022

8:30 AM ★ City Service Center Conference Room, 5335 Devon Drive, Vermilion, Ohio

ROLL CALL: Jeff Lucas, Chairman; Dave Deucher, Vice Chairman. Absent: Dan Kernell

J. Lucas called the Thursday, April 7, 2022 meeting to order.

Approval of Minutes:

J. Lucas MOVED; D. Deucher seconded to approve the meeting minutes of February 23, 2022. Vote 2 YEAS. **MOTION CARRIED.**

J. Lucas explained the reason for meeting was to discuss the exam posting/mailling procedures for the Sergeant's Promotional examination final results.

G. Fisher noted that since the last time the commission spoke to this regard, she found the commission did make a change to Rule IV Examinations; Page 12; 11. Grading and Delivery of Examination that was adopted on September 23, 2021, which stated the examination papers of each contestant shall be graded, and each contestant shall be notified by mail as to his or her grade. She felt the commission may have simply overlooked this rule since it was implemented last year. However, she noted that the former clerk had advised her that the results from the promotional examination included providing the Mayor with the appointment of the number one (1) ranked candidate with a passing grade, of which the commission provided.

Captain Graham noted that in past years all applicants were provided with the entire results of all candidates, along with the breakdown provided from the Oral Assessment Board, so the officers could review how they did in each category of the oral test.

Mayor Forthofer said upon checking with the law director on this matter, Susan Anderson had advised him that all scores are public record. G. Fisher again directed the commission to their rule on page 12 as stated above. Mayor Forthofer said the law director noted they can't suppress the scores.

J. Lucas asked Chief Hartung how he felt about the commission posting the entire group of scores for each applicant. Chief Hartung felt the commission should opt for transparency. He noted years ago, all applicants were provided with all the scores, but if the commission chose to post the scores using just their identification numbers, then he would be okay with that as well.

J. Lucas MOVED; D. Deucher seconded to adjourn into executive session to review their current rule as addressed above. Vote 2 YEAS. **MOTION CARRIED.**

J. Lucas reconvened back into regular session at the conclusion of executive session.

J. Lucas MOVED; D Deucher seconded to authorize the Certified Municipal Clerk to directly mail

each applicant their individual overall scores in accordance with the grid breakdown pursuant to Rule IV Examinations – 11. Grading and Delivery of Examination – Page 12. Vote 2 YEAS.
MOTION CARRIED.

J. Lucas noted that at a future meeting the commission would review with the law director the posting and/or mailing of the composite scores of all applicants whether it is by identification number or full name.

J. Lucas adjourned the meeting upon no further discussion.

Transcribed by: Gwen Fisher, Certified Municipal Clerk