



Civil Service Commission
104 E. Franklin Street
Circleville, OH 43113
740-477-1731
Fax: 740-477-5829
www.circleville.oh.us

Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

Circleville Civil Service Commission Meeting Minutes

Tuesday, March 10, 2020– 8:30 AM

I. Roll Call

The Circleville Civil Service Commission meeting was called to order at 8:28 AM on Tuesday, March 10, 2020 in the City Administration Building. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson, Amy Elsea, Member and Valerie Dilley, Interim Secretary. Guests: Tony Chamberlain, HR/Safety Director, Sgt. Phil Roar, Circleville Police Department and Shaun Watson, Police Officer candidate.

II. Appeal of Recommendation for Removal from Police Officer Eligibility List – Shaun Watson

The appeal hearing was called to order at 8:29 AM. Mr. Watson presented his appeal of the City's recommendation for removal stating he did not see an email request for additional information from the background investigator and therefore missed the deadline for providing the requested information. The City's background investigator indicated this is a violation of background removal standard I, 2. The hearing closed at 9:01 AM.

III. Approval of Agenda

Mr. Tootle motioned to amend the March 10, 2020 agenda and move Item VII A, 1 (under New Business: Recommendation for removal from eligibility lists (Shaun Watson only) to this place on the agenda. Ms. Elsea seconded the motion. Vote: All yeas.

Mr. Tootle then offered a motion to accept the City's recommendation to remove Shaun Watson from the Police Officer eligibility list. Ms. Elsea seconded the motion. Vote: All yeas. Mr. Tootle will prepare a written decision.

Mr. Tootle was excused from the remainder of the meeting due to a previously scheduled appointment.

IV. Reading/Approval of Minutes

Ms. Elsea offered a motion to approve the February 11, 2020 meeting minutes. Mr. Young seconded the motion. Vote: All yeas.

V. Reports/Correspondence

The following correspondence was read and approved:

- A. Appointment of Ryan Speakman, Police Officer effective 2-10-2020
- B. Appointment of Ryan Mays, Police Officer effective 2-18-2020
- C. Appointment of Eric Nicholson, Police Officer effective 3-2-2020
- D. Appointment of Owen Brewer, Fire Fighter effective 3-3-2020
- E. Appointment of Isaac Oberer, Police Officer effective 3-9-2020
- F. Appointment of Erick Eberhard, Police Officer effective 3-16-2020

- G. Appointment of John Merritt, Police Officer effective 3-30-2020
- H. Retirement Notice of Tonyea Adams, Safety Forces Secretary effective 4-17-2020

VI. Unfinished Business

None

VII. New Business

A. Recommendation for Removal from Eligibility Lists (Police Officer – Tyler Alsop, Marvin Black, Joel Thompson)

Ms. Elsea motioned to accept the City’s recommendation for removal of Police Officer candidate Tyler Alsop for failing to meet the minimum standards for employment. Ms. Young seconded the motion. Vote: All yeas.

Recommendation for Removal from Eligibility Lists (Police Officer - Marvin Black, Joel Thompson)

Ms. Young motioned to accept the City’s recommendation for removal of Police Officer candidates Marvin Black and Joel Thompson for failing to respond to the request for background information. Ms. Elsea seconded the motion. Vote: All yeas.

Recommendation for Removal from Eligibility Lists (Communications Officer – Tressa Imler)

Ms. Young motioned to accept the City’s recommendation for removal of Communications Officer candidate Tressa Imler for failing to respond to the request for background information. Ms. Elsea seconded the motion. Vote: All yeas.

B. Request to open testing periods for Police Officer and Communications Officer

Ms. Young motioned to open a testing periods for the position of Police Officer and Communications Officer. Ms. Elsea seconded the motion. Vote: All yeas

VIII. Public/Informal Time

None

IX. Adjournment

Ms. Young offered a motion to adjourn. Ms. Elsea seconded the motion. Meeting adjourned at 9:10 AM.