



Civil Service Commission
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Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

**Circleville Civil Service Commission
Meeting Minutes**
Tuesday, July 13, 2021– 8:30 AM

I. Roll Call

The Circleville Civil Service Commission met via Teleconference on Tuesday, July 13, 2021. The meeting was called to order at 8:30 AM. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson, Amy Elsea, Member and Valerie Dilley, Commission Secretary. Guests: Tony Chamberlain, HR/Public Safety Director.

II. Approval of Agenda

Mr. Tootle offered a motion to approve the agenda as written. Ms. Young seconded the motion. Vote: All yeas.

III. Reading/Approval of Minutes

The June 8, 2021 meeting minutes were not included in the meeting packet and will be read at the August 10, 2021 meeting.

IV. Reports/Correspondence

The following items of correspondence were received and entered into record:

- Promotion of Philipp Roar, Jr. to Deputy Chief of Police effective 6-27-2021
- Promotion of Douglas A. Davis to Police Captain effective 6-27-2021
- Promotion of Kenneth Fisher to Police Sergeant effective 6-27-2021
- Promotion of Isaac Oberer to Police Sergeant effective 6-27-2021
- Resignation of Anthony Kalisik, Fire Fighter, effective 6-25-2021
- Resignation of Zachary Reid, Fire Fighter, effective 7-9-2021
- Arbitration Reinstatement of Police Officer Matthew Clark

V. Unfinished Business

None

VI. New Business

A. Certification of new Police Officer Eligibility List

Mr. Tootle offered a motion to certify the Police Officer Eligibility List. Ms. Elsea seconded the motion. Vote: All yeas.

B. Certification of new Communications Officer Eligibility List

Ms. Elsea offered a motion to certify the Communications Officer Eligibility List. Ms. Young seconded the motion. Vote: All yeas.

C. Request to open testing period for the positions of Police Officer, Communications Officer and Fire Fighter

Ms. Elsea offered a motion to open testing periods for the positions of Police Officer, Communications Officer and Fire Fighter. Mr. Tootle seconded the motion. Vote: All yeas.

I. Public/Informal Time

The Commission will resume in-person meetings on Tuesday, August 10, 2021.

II. Adjournment – Meeting adjourned at 8:37 AM