



Civil Service Commission

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Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

Circleville Civil Service Commission Meeting Minutes

Tuesday, October 13, 2020– 8:30 AM

I. Roll Call

The Circleville Civil Service Commission met in the City Administration Conference Room on Tuesday, October 13, 2020. The meeting was called to order at 8:33 AM. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson and Valerie Dilley, Secretary. Amy Elsea, Member, was absent. Guests: Matthew Hafey, former Police Sergeant/current Reserve Officer and Tony Chamberlain, HR/Safety Director.

II. Approval of Agenda

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

III. Reading/Approval of Minutes

Mr. Tootle offered a motion to approve the September 8, 2020 meeting minutes. Ms. Young seconded the motion. Vote: All yeas.

IV. Reports/Correspondence

The following correspondence were read and approved:

- A. Appointment of Jacob JoHansen to the position of Police Officer effective 9-14-2020
- B. (6) Notice of Fire Lieutenant Promotional Testing scheduled for October 15, 2020 issued to eligible Fire Fighters: Ryan Gaines, Derek Smith, Anthony Kalisik, Christopher Kent, Kendall Leland and Jonathan Bainter (all 6 with participate in the Assessment)
- C. Notice of Pre-Disciplinary Hearing dated 9-21-2020 and Last Chance Agreement dated 10-5-2020
- D. Promotion of Michael Shroyer to Fire Captain effective 9-29-2020
- E. Promotion of Micah Reese to Fire Captain effective 9-30-2020
- F. Appointment of Paul Lucas to the position of Police Officer effective 9-28-2020
- G. Resignation of David Froesel III from the position of Police Officer effective 10-18-2020
- H. Appointment of Anthony Kalisik and Christopher Kent to the position of Acting Fire Lieutenant effective 10-4-2020

V. Unfinished Business

None

VI. New Business

- A. Request from Matthew Hafey for Reinstatement to the position of Police Officer

Mr. Hafey stated he appreciates the Commission's time and respectfully requests reinstatement to the position of Police Officer if he is not elected Pickaway County Sheriff. Mr. Hafey requests that in the event the general election is not held on November 3rd due to COVID, his reinstatement request be extended accordingly. Mr. Tootle stated the reinstatement, if approved, will take effect today and while he does not want to violate code, the Commission may consider an extension due to the election date being out of Mr. Hafey's control. Mr. Tootle offered a motion to approve the request for reinstatement. Ms. Young seconded the motion. Vote: All Yeas.

B. Ratification of Emergency Email Vote to approve the Fire Captain Eligibility List

Mr. Tootle offered a motion to ratify the emergency vote. Ms. Young seconded the motion. Vote: All Yeas.

C. Recommendation for Removal from Police Officer Eligibility List for BRS I, 2 – James Lawton, Brett Ullom, Matthew Moore, Jarrid Daily

Ms. Young offered a motion to accept the recommendation for removals. Mr. Tootle seconded the motion. Vote: All Yeas.

VII. Public/Informal Time

None

VIII. Adjournment

Meeting adjourned at 8:41 AM.

The next meeting is scheduled for Tuesday, November 10, 2020.