

**MINUTES
OF A REGULAR MEETING OF
LAKEWOOD CIVIL SERVICE COMMISSION
MAIN AUDITORIUM
TUESDAY, MARCH 19, 2024
5:00 P.M.**

Meeting called to order at 5:03 p.m.

I. Present: Commissioners John Mills, Nathaniel Szep, and Terry Vincent

Also present: Assistant Law Director Jennifer Swallow, Assistant Fire Chief Darren Collins, Fire Marshal Ryan Fairbanks, Paramedic Scott Mitzel, Firefighter Mark Koehler, Captain James Chaky and Jame Motylewski, Secretary.

II. Reading and disposal of the minutes from the regular meeting held on February 20, 2024.

Motion by John Mills, second by Terry Vincent, to approve the minutes of the regular meeting held on February 20, 2024, without the necessity of a reading.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

III. **Old Business:** None

IV. **New Business:**

1. Proposal to amend Article 7, section 701(E) of the Civil Service Rules and Regulations, modifying the extra credit points for each year of service and to extend the extra credit up to 19 full years of service.

James Chaky, Lakewood Fire Captain, was present proposing to amend and or modify the current Promotional Extra Credit points which is based on seniority and is awarded to applicants with a passing score on any promotional exam. The current rule, under Article 7, section 701e, gives applicants .50 (one-half) of a point for each of the first four full years of service. Each full year of the next ten years of service, applicants are awarded .80 (eight-tenths) of a point each year. The seniority points max out with 10 points and fourteen (14) full years of service.

Mr. Chaky proposed changing the seniority extra credit points, giving applicants .25 (one-quarter) of a point for each full year of service up to the first eight years of service. For the next full six years of service, applicants are awarded .50 (on-half) of a point and for the next five full years of service, applicants are awarded one (1) full point of seniority credit. The total seniority

credit would still max out at 10 points but would extend the years of full-service to nineteen (19) years, rather than 14 years.

Mr. Chaky stated this proposed change would allow “seniority to mean more” and give more credit to applicants with more years of experience, even giving credit up to 19 years of full service. The change still provided credit for younger applicants, it simply rewards applicants with more seniority. Mr. Chaky said changing the seniority points has been talked about in his department for many years, just no one has brought it to the commission.

Secretary Motylewski then read a letter from Chief Kevin Fischer, dated 3/19/24, stating promotional credit is codified under Lakewood Codified Ordinance 144.08e and mirrors the Ohio Revised Code 124.45 and cannot solely be modified or changed at the discretion of the Civil Service Commissioner. Chief Fischer went on to say that he opposed the change and asked that the Commissioner not alter or amend the rule as currently written, nor make a recommendation to the City Council to make such modifications.

Assistant Fire Chief Darren Collins spoke, stating Chief Dunphy, who could not attend tonight’s meeting, and the Front Office (Administration) of the Fire Department are also opposed to the change. Assistant Chief Collins stated the current seniority extra credit point system works. Fire Marshal Fairbanks did state that when he is officially promoted to Fire Chief, he would not be opposed to talk further about the possibly amending the seniority extra credit with the department.

Assistant Chief Collins asked the Commissioner if there were a proposed change in the rule, could the Police Promotional extra credit be different from Fire Promotional. Jennifer Swallow answered this question by saying they can, however, the ultimate decision would come down to the City Council.

Motion by John Mills, second by Terry Vincent, to table the proposal to amend Article 7, section 701(E) of the Civil Service Rules and Regulations, modifying the extra credit points for each year of service and to extend the extra credit up to 19 full years of service, giving the Commission more time to review.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

2. Review email submitted by Captain William Albrecht regarding the removal of **Kathryn Atterbury**, after being certified three (3) times from an eligible list for entry level Police Office in order for other candidates to be considered. This is in accordance with Civil Service Commission Rules and Regulations, Article 6, Section 601(H).

Captain William Albrecht was unable to attend tonight’s meetings and asked Secretary Motylewski to read his email dated February 26, 2024. In this email, Captain Albrecht stated on 2/21/2024, Kathryn Atterbury was removed from the Entry-Level Police Officer certified eligible

list after being certified three times. The removal is being requested so other candidates can be considered who are further down the list.

Motion by John Mills, second by Nathaniel Szep, to remove **Kathryn Atterbury** from the eligible list for entry level Police Officer, in order for other candidates to be considered. This is in accordance with Civil Service Commission Rules and Regulations, Article 6, Section 601(H).

Ayes: 3

Nays: 0

Motion: Passed unanimously.

3. Review and discuss the drafting of the 2024 salary recommendations for mayor and city council due on or before July 1, 2024, in accordance with the Third Amended Charter of the City of Lakewood, Article XI, section 6.7.

Jennifer Swallow gave a brief history of the Salary Survey since this would be the Commissioners first salary review. This would also be the first Salary Survey under the current Third Amended Charter of the City.

There were twelve, 2024 Salary Survey forms sent to area Municipalities requesting current salaries for mayor, city managers, safety directors, and city council. Additional information requested was the city budget and benefits. There were ten municipalities that provided the requested information, and the surveys were provided to the Commission for their review.

Motion by Terry Vincent, second by John Mills, to defer drafting of the 2024 salary recommendations for mayor and city council due before or on July 1, 2024, in accordance with the Third Amended Charter of the City of Lakewood, Article XI, section 6.7, until next month's meeting.

Ayes: 3

Nays: 0

Motion: Passed unanimously.

V. Adjournment:

Motion by Terry Vincent, second by John Mills, to adjourn the meeting.

Ayes: 3

Nays: 0


Motion: Passed unanimously.

Meeting adjourned at 5:40 p.m.

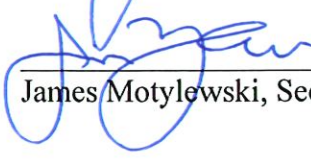
Respectfully submitted,



John Mills, President



Date



James Motylewski, Secretary