

CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES
Monday, May 21, 2018
5:00 PM

Present: Christine Klein, Chair
Lee Higgins, Member
Allyson Chicoski, Member

Also Present: Dawn Bishop, CSC Coordinator
Hope Jones, City of Kent, Law Director
Jim Soyars, Kent City Schools, Director of Business Services

Call to Order

The regular meeting of the Civil Service Commission was called to order at 5:10 pm on Monday, May 21, 2018 by Christine Klein. Roll call was taken.

Civil Service Commission

MOTION TO APPROVE THE MINUTES for January 22, 2018.

Motion made by Mr. Higgins, seconded by Ms. Klein, and carried by a voice vote of 2-0.

New Commission member Ms. Allyson Chicoski was introduced and discussion was interspersed throughout the meeting on basic roles and duties involved with the Civil Service Commission.

Discussion of cost effectiveness of using Ramsey and Associates for entry level testing along with comparison to nation-wide testing companies. Agreement to remain customers of Ramsey and Associates and to continue tracking per applicant costs and increases.

Discussion regarding the Commission's right to secure a safe testing area. Law Director Jones volunteered to come up with a no weapon or dangerous ordinance disclaimer to include on future exam notices.

Discussion regarding reasonable testing accommodations for disabled applicants, how varied those accommodations could be, and how they are handled on a case by case basis.

Kent City Schools

Personnel changes were read.

Law Department

Personnel changes were read.

Safety Administration

Kent Police Department:

Personnel changes were read.

Health Department

Personnel changes were read.

Community Development

Personnel changes were read.

Parks and Recreation Board

Personnel changes were read.

Service Department

Personnel changes were read.

Adjournment

MOTION MADE TO ADJOURN THE MEETING AT 6:05 PM

Motion was made by Mr. Higgins, seconded by Ms. Chicoski, and carried by a voice vote of 3-0.

Minutes approved: 7-16-2018


Christine Klein, Chair


Lee Higgins, Member

Allyson Chicoski, Excused Absence