

CIVIL SERVICE COMMISSION SPECIAL MEETING MINUTES
Monday, October 8, 2018
5:00 PM

Present: Lee Higgins, Member
Allyson Chicoski, Member

Also Present: Dawn Bishop, CSC Coordinator
Michelle Lee, City of Kent, Police Chief
Hope Jones, City of Kent, Law Director
Jennifer Ennemoser, City of Kent, Police Lieutenant
Jim Ennemoser, City of Kent, Police Department

Absent: Christine Klein, Chair (Excused)

Call to Order

The special meeting of the Civil Service Commission was called to order at 5:04 pm on Monday, October 8, 2018 by Lee Higgins. Roll call was taken.

Safety Administration

Kent Police Department

Discussion regarding reference/study material for Police Sergeant promotional
MOTION TO SCHEDULE A SERGEANT PROMOTIONAL EXAM WITH SUGGESTED
REFERENCE/STUDY MATERIAL LIST

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

MOTION TO ACCEPT POLICE SERGEANT JOB DESCRIPTION CHANGES

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

Discussion regarding reference/study material for Police Lieutenant promotional and applicants to have a minimum of three years continuous service in the rank of Police Sergeant with KPD

MOTION TO SCHEDULE A LIEUTENANT PROMOTIONAL EXAM WITH SUGGESTED
CHANGES

Motion made by Mr. Higgins, seconded by Ms. Chicoski. Call for discussion. Carried by a voice vote of 2-0.

MOTION TO ACCEPT POLICE LIEUTENANT JOB DESCRIPTION CHANGES

Motion made by Mr. Higgins, seconded by Ms. Chicoski. Call for discussion. Carried by a voice vote of 2-0.

MOTION TO ACCEPT UPDATED POLICE CAPTAIN JOB DESCRIPTION

Motion made by Mr. Higgins, seconded by Ms. Chicoski. Call for discussion. Carried by a voice vote of 2-0.

Discussion regarding proposals from Ohio Association of Chiefs of Police and Ramsey and Associates

Service Department

Discussion regarding Water Plant Operator combined eligible list

MOTION TO APPROVE WATER PLANT OPERATOR LIST

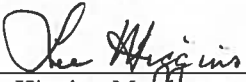
Motion made by Mr. Higgins, seconded by Ms. Chicoski. Carried by a voice vote of 2-0.

Adjournment

MOTION MADE TO ADJOURN THE MEETING AT 5:41 PM

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

Minutes approved: 10.15.18



Lee Higgins, Member



Allyson Chicoski, Member