

Civil Service Commission  
Annual Organizational Meeting  
February 16, 2023 – 5:30pm

**Present:** Chairman Mike Hawkins; Commission members Shane Barker, Dave Hetrick, Nate Falkenstein and John Potkalitsky. Also present: Chief Brian Ripley, Lieutenant Vince Yakopovich and Secretary Jon Hoover

**Approval of Minutes:**

- **Mr. Potkalitsky moved, second by Mr. Hetrick, to approve the minutes of the December 19, 2022 Special Meeting. The motion carried by a majority voice vote. Commissioners Hawkins, Hetrick, Falkenstein and Potkalitsky voting in the affirmative. Commissioner Barker abstained.**

**Election of Chairman, Vice Chairman and Appointment of Secretary:**

Mr. Barker moved, second by Mr. Potkalitsky to **nominate Mr. Hawkins to the position of Chairman.** There being no further nominations, nominations closed and **Mr. Hawkins was elected unanimously on a voice vote to the position of Chairman for 2023.**

Mr. Potkalitsky moved, second by Mr. Hawkins to **nominate Mr. Hetrick to the position of Vice Chairman.** There being no further nominations, nominations closed and **Mr. Hetrick was elected unanimously on a voice vote to the position of Vice Chairman for 2023.**

Mr. Hetrick moved, second by Mr. Hawkins to **nominate Mr. Hoover to the position of Secretary.** There being no further nominations, nominations closed and **Mr. Hoover was elected unanimously on a voice vote to the position of Secretary for 2023.**

**Old Business:** None

**New Business:**

Chief Ripley reported no upcoming retirements in the Fire Department and with the entrance examination for firefighter/paramedics in May of 2022, they are not currently in need of a new eligibility list.

Lt. Yakopovich reported the Police Department is currently down two full-time patrol officers and two full-time dispatchers. Regarding the recent entrance examination for patrol officer, of the five individuals on the eligibility list one had a criminal background, two never submitted their background packet, which leaves two names. Of those two, one is seen as a viable candidate. Lt. Yakopovich suggests that the Commission considering utilizing the National Testing Network in the hopes of attracting more applicants. He also shared that from the latest dispatch entrance examination two from the eligibility list have emerged as viable candidates.

Mr. Hawkins asked about lateral transfers, to which Lt. Yakopovich stated they've had success and in general has worked out, but other municipalities are offering lateral transfers as well, often at salaries higher than Macedonia.

Mr. Hawkins shifted and asked those officers in attendance that took both the written examination and PRADCO assessment for Police Chief to share their thoughts on the process. Discussion ensued and the consensus from the officers was that the written examination and assessment fell short of expectations for a senior leadership examination and should be geared more towards skills and qualities used in the role.

Mr. Hawkins asked if the Police Department would be happy with only a written examination for future promotional processes, to which Lt. Yakopovich responded the trend is that more steps need to be part of the process beyond simply a written examination. Working with an assessment center could still be utilized, but he recommended meeting with the testing agency to know what criteria they are looking at and how that is weighted.

Discussion was had on the levels of responsibility between the positions of Lieutenant and Chief in the Police Department and how different criteria may have been utilized during the assessment.

Mr. Falkenstein expressed disappointment with the process after hearing feedback from the candidates, to which Lt. Yakopovich stated he does not necessarily want to rule out working with PRADCO in the future, but that discussion with them to fine-tune the criteria would be beneficial.

Mr. Potkalitsky asked how feedback should be given to PRADCO given the concerns discussed at this meeting, to which Mr. Hetrick opined that the new Police Chief should be the one to provide feedback since they took part in the process, not the Commission members.

The Commission read through the protests received from candidates for the written examination, along with the protest response packet from Clancy & Associates.

- **Following review and consideration, Mr. Falkenstein moved, second by Mr. Hawkins to deny the challenges for Questions #62 and #84, and to allow both answers 'B' and 'D' for Question #105. Motion carried unanimously by a voice vote.**

Mr. Hawkins shared that the Mayor has submitted a request to put on a new promotional examination for the position of Sergeant in the Police Department, and again shared the three options that the Commission has in that regard: extending the current list by another year, allow the list to terminate and conduct a new test, or combine the current eligibility list provided there are less than 10 names with a new list. After a brief discussion, it was decided by the Commission to table the topic until the new Police Chief is named.

- **Following review and calculation of results of written examination, assessment and applying additional credit where applicable, Mr. Potkalitsky moved, second by Mr. Barker, to certify the results of the Police Chief promotional examination administered between January 6, 2023 and January 24, 2023. Motion carried unanimously by a voice vote.**

#### **Police Chief:**

1. Christian Costello
2. Vince Yakopovich
3. Aaron Clelland

4. Michael Plesz
5. Brian Glontz
6. Brandon Heisler

Discussion returned to the topic of an eligibility list for Police Sergeant, with Lt. Yakovich suggesting the Commission put on another promotional examination for that position.

**Mr. Barker moved, second by Mr. Falkenstein to adjourn the meeting. Motion carried unanimously by a voice vote at approximately 6:52pm**

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Jon Hoover, Civil Service Commission Secretary

Presiding Officer: \_\_\_\_\_

Mike Hawkins, Chairman