

Civil Service Commission

Special Meeting

November 1, 2023 – 6:00pm

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

**Absent:** Commission member John Potkalitsky

**Approval of Minutes:**

- **Mr. Barker moved, second by Mr. Hetrick, to approve the minutes of the October 3, 2023 Special Meeting. The motion carried by a unanimous voice vote.**

**Old Business:** None

**New Business:**

Chief Yakopovich requested the Commission consider amending the rules governing lateral transfers within the Police Department to allow for lateral transfers that have been employed as full-time Civil Service within the last 12 months. He provided examples of candidates they would have liked to have brought into the Department and who were employed as Civil Service in another municipality within the last 12 months, but because they had transferred from that Department to a non-Civil Service Department, the current rules preclude them from transferring to Macedonia.

Mr. Barker asked would the Police Department consider a part-time lateral transfer, to which Chief Yakopovich responded typically individuals that are classified Civil Service are full-time employees.

Chief Yakopovich further clarified that the intent of amending the rule is to allow the lateral transfer of an individual if they had been employed as full-time classified Civil Service within the past 12 months, regardless of any other position the individual had taken during those intervening 12 months post separation from the prior full-time classified Civil Service position.

Discussion ensued on parts of HB241, that has yet to be passed, but would reportedly soften the requirements for hiring Police personnel.

Chief Yakopovich provided a status update on the patrol officer eligibility list from June 2023, and stated he would like the Commission to approve re-opening the application window with National Testing Network to create a new patrol officer eligibility list. As part of the City's annual membership with National Testing Network, we can open as needed, and his wish is for it to be open leading up to academy graduation in December and then again in January when new academy classes begin. While there is currently one opening for patrol officer, he anticipates needing to fill four positions in the beginning of 2024.

Mr. Hetrick questioned whether it might be beneficial to hold an in-person entrance examination for patrol officer parallel to National Testing Network, to which Mr. Hawkins opined the in-person testing numbers may continue to decline. Chief Yakopovich added that by utilizing National Testing Network again, there is no additional cost as the service has already been paid for until April of 2024.

- **Mr. Barker moved, second by Mr. Falkenstein to amend the Minimum Qualifications for lateral transfer within the Police Department to “Applicants must have been employed as a full-time Classified Civil Service Police Officer within the past 12 months with a minimum of two years’ full-time experience”. Motion carried unanimously by a voice vote.**
- **Mr. Hawkins moved, second by Mr. Falkenstein to re-open the application and testing window through National Testing Network for a patrol officer entrance examination as soon as possible, and once again during the first quarter of 2024 should patrol officer vacancies within the Police Department still exist. Motion carried unanimously by a voice vote.**

Mr. Hawkins asked Chief Yakopovich where candidates report learning about open positions within the Police Department, to which the Chief responded most are through advertisements placed by the Macedonia Police Department and others by word of mouth of social media.

Chief Ripley informed the Commission that a new firefighter/paramedic entrance examination will be needed in April of 2024. Despite having 35 names on the current eligibility list, it will have been 2 years since the last entrance examination.

Mr. Hetrick asked Chief Yakopovich if he has ever considered hiring part-time patrol officers, to which Chief Yakopovich responded that, outside of the school resource officer, he is constrained by ordinance that positions be full-time.

- **Mr. Barker moved, second by Mr. Falkenstein to take the necessary steps to hold an entrance examination for the position of full-time firefighter/paramedic. Motion carried unanimously by a voice vote.**
- **Mr. Barker moved, second by Mr. Hawkins to adjourn the meeting. Motion carried unanimously by a voice vote at approximately 6:29pm.**

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

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

Jon Hoover, Civil Service Commission Secretary

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

Mike Hawkins, Chairman