

Civil Service Commission Minutes
February 29, 2024

Chairman Bova called the Civil Service meeting to order at 6:30 p.m. on February 29, 2024.

Commission Present: Chairman Frank Bova, Jim Griffith, John Budi

Administration Present: Assistant Law Director O'Malley, Safety Director Scharschmidt, Chief Czack, Assistant Chief Clark, Sergeant Luzniak and Clerk Allen

Clerk Allen: Roll Call of members: Bova, Budi, Griffith

Chairman Bova asked for a motion to approve the minutes from December 21, 2023. Motion to approve the minutes by Griffith; seconded by Budi.

Clerk Allen: Roll Call: Aye: Budi, Bova, Griffith

Minutes Approved

Chairman Bova began the meeting with the annual election for Chairman. Motion to elect Frank Bova to continue with the duties as Chairman for the Civil Service Commission by Budi; seconded by Griffith.

Clerk Allen: Roll Call: Aye: Griffith, Bova, Budi

Motion Carried

Chairman Bova read the next item on the agenda: "Review and approval of the entry-level examination results from NTN for the Police Department.". Can you explain how we came to the totals for us please?

Sergeant Luzniak explained that NTN puts the components together for the testing, the extra credit based on what the applicant submitted is added in, multiplied by the weighted score which provides the total score. We had 48 people take the test, 43 passed, 4 failed and 1 incomplete.

Chairman Bova made a motion to approve the NTN list for the Police Department; seconded by Griffith.

Clerk Allen: Roll Call: Aye: Bova, Budi, Griffith

Motion Carried

Chairman Bova read the next item on the agenda: "Review and approval of the Fire Department Lieutenants Exam results".

Assistant Chief Clark added that there were 5 candidates that took the test, 4 passed the written test, they went on to take the oral assessment. We took their raw scores, added in their seniority credit, which gave us their total score.

Chairman Bova asked if there were any questions? Seeing none.

Commissioner Budi made a motion to accept the Fire Departments Lieutenants Exam results; seconded by Chairman Bova.

Clerk Allen: Roll Call: Aye: Budi, Griffith, Bova

Motion carried

Commissioner Griffith made a motion to certify the Police Department list; seconded by Budi.
Clerk Allen: Roll Call: Aye: Griffith, Bova, Budi

Motion carried

Chairman Bova made a motion to certify the Fire Lieutenants exam results; seconded by Budi.
Clerk Allen: Roll Call: Aye: Bova, Budi, Griffith

Motion carried

Chairman Bova asked for a motion to authorize the release of contact information for the Fire and Police Department to the appointing authority; Motioned by Griffith; seconded by Budi.
Clerk Allen: Roll Call: Aye: Budi, Griffith, Bova

Motion carried

Chairman Bova asked if there was any other concerns or questions?

Commissioner Griffith stated that the annual quarterly dates should not be applied. It really doesn't work. We picked dates and voted on them; they don't work. If you remember we set dates so that people could be ready for the meeting, we didn't meet on those dates, we called meetings separately 5 times and missed 3 of the quarterly meetings. We're thinking go back to the old way, you need us, we're available.

Chief Czack stated that no-one wants to disrespect your time, if you would prefer to go back to the as-is needed meetings, that's just as wonderful.

Commissioner Griffith made a motion that the Civil Service Commission will be available on an as-is basis; seconded by Budi.
Clerk Allen: Roll Call: Aye: Griffith, Bova, Budi

Motion carried

Adjournment: Chairman Bova asked for a motion to Adjourn? Motioned by Griffith; seconded Budi
Clerk Allen: Roll Call: Aye: Bova, Budi, Griffith

We are adjourned at 7:16 p.m.



Frank Bova
Chairman, Civil Service Commission



Barbara Allen
Civil Service Commission Clerk