



Civil Service Commission

City of Kent 930 Overholt Road Kent, Ohio 44240 330-678-8101

Civil Service Commission Meeting ***December 19, 2022, 5:00 pm*** ***Kent Fire Department, 320 S Depeyster Street***

Call to Order

Roll Call

Civil Service Commission

1. Approval of Commission Meeting Minutes – October 17, 2022.

Safety Administration

Police Department

1. Personnel Changes:
 - a. New Hire: Leah Frazier, Clerk/Dispatcher, effective December 11, 2022.
 - b. New Hire: Brittany Porter, Clerk/Dispatcher, effective December 12, 2022.
2. Request to establish an eligible list for the position of Clerk/Dispatcher.
3. Request to establish an eligible list for the position of Clerk/Dispatcher Lateral Transfer.

Community Development

1. Personnel Change:
 - a. New Hire: Kevin Shaffer, Construction Clerk, effective November 1, 2022.

Service Administration

Utilities

1. Personnel Change:
 - a. Classification Change: John Ellison, promoted from Chief Operator to Plant Manager.
2. Request to create an Eligible list for the position of Chief Operator.

Adjournment

Any person who requires an auxiliary aid or service for effective communication or a modification of policies and procedures to participate in the Civil Service Commission public meeting or event should contact the Civil Service Commission at 330-678-8101 or civilservice@kent-ohio.org. Any request for auxiliary aid or other accommodation should be made as soon as possible, but no later than forty-eight (48) hours prior to the event.