



Civil Service Commission

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

Civil Service Commission Meeting ***September 18, 2023, 5:00 pm*** ***Kent Fire Department, 320 S Depeyster Street***

Call to Order

Roll Call

Civil Service Commission

1. Approval of Commission Meeting Minutes – August 21, 2023.

Safety Administration

Police

1. Request to create an Eligible list for the position of Detention Officer.
2. Request to create an Eligible list for the position of Clerk/Dispatcher (Entry level).

Community Development

1. Personnel Change:
 - a. New Hire: Joshua Appleman, Construction Clerk, effective September 5, 2023.

Service Administration

Utilities

1. Request to create an Eligible list for the position of Water Reclamation Facility Manager with Exceptional Appointment.

7.04 Temporary and Exceptional Appointments – temporary positions in the civil service may be filled without competition as follows:

- b. In the case of a vacancy in a position in the classified civil service where peculiar and exceptional qualifications of a scientific, managerial, professional, or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special case is impractical and that the position can best be filled by a selection of some designated person of high and recognized attainments in those qualities, the Commission may suspend the provisions of Section 124.01 to 124.64 of the Revised Code that require competition in such case, but no suspension shall be general in its application. All such cases of suspension shall be reported in the minutes of the Commission and in the annual report with the reasons for the suspension.

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.

Adjournment

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