



Civil Service Commission

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

Civil Service Commission Meeting

June 17, 2024, 5:00 pm

Kent Fire Department, 320 S Depeyster Street

Call to Order

Roll Call

Civil Service Commission

1. Approval of Commission Meeting Minutes – April 15 2024.
2. Personnel Change:
 - a. Resignation: John Seidel, Civil Service Coordinator, effective May 23, 2024.
3. Approval for testing for the Civil Service Coordinator position.

Safety Administration

Police

1. Personnel Changes:
 - a. New Hire: Samantha McGarry, Clerk/Dispatcher, effective May 20, 2024.
 - b. Resignation: Elizabeth Krezczowski, Clerk/Dispatcher, effective May 06, 2024.
2. Request for exceptional appointment for Detention Officer.
3. Chief Shearer would like to ask for an exemption to hire a detention officer. We do not currently have an active list but have a member of our Explorers program who wants to be a jailer. He would like to ask for a provisional appointment in the absence of a civil service list.
4. Hope Jones to discuss the legality of changing the charter to hire outside our PD for Chief position

Community Development

The Community Development Department is respectfully requesting the Civil Service Commission grant a one-year extension of the eligibility list for the Code Enforcement Officer position.

The examination for the Code Enforcement Officer position was administered on July 24, 2023 and the eligibility list was posted on July 26, 2023 so the current list is set to expire on July 26, 2024.

If the Civil Service Commission grants the one-year extension, the current Code Enforcement Officer eligibility list will remain in effect until July 26, 2025.

Service Department

1. Personnel Change:
 - a. Retirement: David Mathena, Water Reclamation Plant Operator, effective May 06, 2024.

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 john.seidel@kentohio.gov. 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.

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