



Civil Service Commission

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

Civil Service Commission Meeting ***September 16, 2019, 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 26, 2019

Safety Administration

Kent Police Chief Lee is requesting:

1. A Detention Officer Civil Service Exam be given to establish a new eligible list;
2. A Police Chief Promotional Exam be posted and then conducted by OACP;
3. Extend the Police Captain list a year with a new expiration of November 20, 2020;
4. Extend the Police Lieutenant list a year with a new expiration of December 4, 2020;
5. Extend the Police Sergeant list a year with a new expiration of January 16, 2021.

Parks & Recreation

1. Personnel Change:
 - a. New Hire: Kevin Schwartzhoff, Director of Parks & Recreation, effective September 9, 2019.

Council

1. Personnel Change:
 - a. New Hire: Amy Wilkens, Clerk of Council, effective September 9, 2019.

Budget & Finance

1. Personnel Change:
 - a. New Hire: Kelly Simms, Account Clerk, effective August 19, 2019

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.