

MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
Held Monday, December 5, 2022

AVON CITY HALL

CALL TO ORDER

The meeting was called to order at 10:00 A.M. by Peter Kratt, Chairman of the Civil Service Commission.

ROLL CALL

Present: Chairman Peter Kratt, Commissioner William Greaney and Commissioner Alan Wojciechowski

In attendance: Law Director John Gasior, Police Chief Fischbach, Safety Director Streator and Recording Secretary, Rose Seighman

ADDITIONS/DELETIONS TO AGENDA:

Mr. Kratt noted that we have an item we need to add to the agenda. We need to remove names from the Fire Entrance Eligibility List. Rose gave a copy of that list to everyone and either she or Chief Swope will report on it. Mr. Kratt asked for a motion to add that to the agenda.

Mr. Greaney made a motion to add the removal of names from the Fire Entrance Eligibility List to the agenda. Mr. Kratt seconded and the motion passed 3-0.

Mr. Greaney made a motion to accept the agenda as amended. Mr. Wojciechowski seconded and the motion passed 3-0.

APPROVE MINUTES OF MEETING OF 11/7/2022:

Mr. Wojciechowski made a motion to approve the minutes from the meeting of 11/7/2022. Mr. Greaney seconded and the motion passed 3-0.

CHAIRMAN'S COMMENTS:

Mr. Kratt said he is not aware of any old discussion items that we need to address, and asked is there anything the Commissioners are aware of, or anyone from the floor. There were none.

Mr. Kratt then said he looked through the minutes from the past year and he gets the impression that as far as the Police Department goes, he believes they have accomplished everything they wanted to for this year. Chief Fischbach said it is still a work in progress and they still have positions to fill, working off the current list. He has had discussions with Rose and they believe the Police Department will need to test more frequently than we have in the past. The lists aren't lasting two years like they have before. Mr. Kratt asked if the lists aren't lasting as long because so few people are taking the test. Chief Fischbach said that was true, we are starting with fewer candidates taking the exam to begin with. And with our process, if the candidate fails our background process, not returning our phone calls, not coming in for interviews, we are going through the list considerably faster. He can see us testing annually instead of every two years.

Chief Swope entered the meeting at this time. Mr. Kratt asked him to please speak to the request to remove names from the Fire Entrance Eligibility List. Chief Swope explained that over the past several weeks, Asst Chief Bruehler and himself have been going through the list, contacting people. They contact them via email and phone call. If they get no response from either, they try one more time and if there is still no response, they are removing them from the list. He believes that of the names that are on the removal list, half have found employment elsewhere and the other half were removed because they didn't respond to our inquiries. There are two people on the list that we have interviewed several times and we do not see them as being a value to the department, so those names are on the removal list as well.

ACTION ITEMS:

- *Remove names from Fire Entrance Eligibility List*

Mr. Greaney made a motion to remove the eight names from the Fire Eligibility List as presented. Mr. Wojciechowski seconded and the motion passed 3-0.

Mr. Kratt addressed Chief Swope saying that Chief Fischbach indicated he sees the Police Department needing to have more tests because the lists aren't lasting as long because of the low numbers of candidates taking the exams now. Mr. Kratt asked what is the situation with the Fire Department. Chief Swope indicated the Fire Department still has a solid 15 names on his eligibility list to pull the next 3-4 hires from. The longer this goes, obviously the chance of more of those names coming off the list. We have talked about some promotions next year as far as hiring, we would need replacements. This list expires next October and I can see us coming to Civil Service as that time gets closer to ask for another exam but he doesn't see them cancelling the list earlier like they have in the past. A couple of the names on the list currently work part time for Avon and about five we have yet to interview. He won't know until he interview them but he believes for the next six months he will be good with this list. He said he is also finding it difficult to find people. But he isn't sure scrapping the list he has and having a new exam will get him any additional candidates. Mr. Greaney asked how many openings do they currently have. Chief responded they have none currently, but he does one person that will retire or go on disability and his spot will need to be filled. Should the promotions take place, they will take place from within and we won't be filling the spots, so we won't be adding members until the year after, so this list will serve our needs for the time being.

Mr. Kratt asked Mr. Streator what he sees for the new year. Mr. Streator said there are more openings in the Police Department but not as much with the Fire. In the labor positions, we are looking for one new position to fill, but that is it. Currently, that is where we stand. Mr. Greaney asked Chief Fischbach how many new hires he is looking at right now. Chief Fischbach stated that they are short one officer right now due to retirement and he has two officers out on Medical Leave and a retirement. We are approved for two additional officers in 2023, so that makes a minimum of five new hires.

Mr. Kratt asked if Mr. Gasior had any comments and he said he no comment other than to wish everyone a Merry Christmas and Happy New Year.

Mr. Kratt asked if Rose had anything to report. Rose stated that for the January meeting, the first Monday in January is January 2nd and that is a city holiday and the offices are closed. Mr. Kratt asked if Monday, January 9th would work for everyone. Nobody objected, the meeting for January is set for Monday, January 9th.

DISCUSSION ITEMS: None

GENERAL COMMENTS:

NEXT MEETING DATE:

Monday, January 9th at 10:00am

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:10 A.M.

PASSED: _____ **SIGNED BY:** _____

Peter Kratt, Chairman

ATTEST: _____

Rose Seighman, Recording Secretary

- C: John Gasior
- Safety Director Duane Streator
- Chief Fischbach
- Chief Swope
- Rose Seighman