

**CIVIL SERVICE COMMISSION  
REGULAR MEETING  
MAY 16, 2019  
MINUTES**

**Call To Order**

The Civil Service Commission met in regular session on Thursday, May 16, 2019 at 11:00 a.m. at 105 N. Main Street (second floor conference room), Washington C.H., Ohio.

**Roll Call**

The meeting was called to order at 11:00 a.m. Present: Mr. John H. Roszmann, Dr. Allen Griffiths, Police Chief Brian Hottinger, Fire Chief Tim Downing, and Civil Service Commission Secretary Rod Bryant.

**Approval of Minutes**

The minutes of November 15, 2018 were reviewed. Dr. Griffiths moved and Mr. Roszmann seconded:

***MOTION:** To Table the minutes as presented.*

**At roll call, the vote resulted as follows:** *Mr. Roszmann, "Aye", and Chairman Griffiths, "Aye".*

***MOTION CARRIED***

**BUSINESS SECTION**

**1. Election of Officers**

Dr. Griffiths moved and Mr. Roszmann seconded the following:

***MOTION:** To appoint John H. Roszmann as Civil Service Commission Chairman for 2019, and appoint Dr. Allen Griffiths as Vice-Chairman for 2019.*

**At roll call, the vote resulted as follows:** *Dr. Griffiths, "Aye", and Mr. Roszmann, "Aye".*

***MOTION CARRIED***

**2. FD – Certify Fire Fighter Hiring Listing**

Fire Chief Tim Downing discussed the process which included the written and agility testing.

With no further discussion, Dr. Griffiths moved and Mr. Roszmann seconded the following:

**MOTION:** To certify the FD Fire Fighter Hiring List as submitted.

**At roll call, the vote resulted as follows:** Dr. Griffiths, "Aye", and Chairman Roszmann, "Aye".

**MOTION CARRIED**

**3. PD – Requesting Entry Level Patrolman Test**

Police Chief Hottinger stated that his current patrolman list will expire in August. He also discussed projected retirement dates of several employees.

Chairman Roszmann moved and Dr. Griffiths seconded the following:

**MOTION:** To approve the request for an Entry Level Patrolman Test.

**At roll call, the vote resulted as follows:** Dr. Griffiths, "Aye", and Chairman Roszmann, "Aye".

**MOTION CARRIED**

**OTHER BUSINESS**

No other business discussed.

**ADJOURNMENT**

There being no further discussion, Dr. Griffiths moved and Chairman Roszmann seconded:

**MOTION:** To adjourn the May 16, 2019 Civil Service Commission meeting.

**At roll call, the vote resulted as follows:** Dr. Griffiths, "Aye", and Chairman Roszmann, "Aye".

**MOTION CARRIED.**

Meeting adjourned at approximately 11:25 a.m.

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Respectfully Submitted,

\_\_\_\_\_  
Rod J. Bryant, Recording Secretary

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John H. Roszmann, Chairman