

Office of the Civil Service Commission

Minutes

Civil Service Commission Meeting
February 28, 2017

MEMBERS PRESENT: Joseph Greve, Robert Stiefvater, Ken Stefanov

MEMBERS ABSENT: None

OTHERS PRESENT: Mayor Jerry N. Hruby, Fire Chief Ed Egut, Pradco representative Larry Borodkin, Phd.

CALL TO ORDER at 5:05 pm.

NEW BUSINESS

Commission was called to order by Chairman Joe Greve at 5:05 pm.

Minutes from January 23, 2017 were approved by Joe Greve, seconded by Ken Stefanov.

Discussion was held with Pradco representative, Larry Borodkin, regarding the results of the Pradco Quik View Psychological examinations taken by the fire candidates. Mr. Borodkin stated that the Quik View is a pre-hire assessment and the results are a tool to be used in conjunction with the interview process. The Fire Chief and his lieutenants picked qualities for this test that they desire in a fire candidate and the test reflects how closely the candidate meets those chosen qualities.

Chairman Joe Greve certified the current list of eighteen (18) candidates and it was seconded by Ken Stefanov.

A motion was made by Chairman Joe Greve to administer full psychological examinations *after* a conditional offer has been made to the candidates. The candidates will be interviewed, background checks run and physical examinations given, prior to the full psychological examination. This examination will be done in conjunction with a conditional offer. Motion was seconded by Rob Stiefvater. The Mayor, his Fire Chief and Lieutenants will conduct interviews with a determined number of certified candidates.

Discussion was held on the potential upcoming police examination. Mayor Hruby will speak to Chief Goodrich regarding this matter.

Office of the Civil Service Commission

March 1, 2017

Page 2

Discussion was held on polygraph results and the disclosure to candidates who request copies of their polygraph and the protocol to follow. Secretary will give the requested polygraph results to the assistant Law Director, Sergio DiGeronimo, for his review. After the Law Directors review, the Secretary will mail them to the candidates who request them in addition to a letter inquiring if a meeting is still desired with the commission. The Secretary will make arrangements for the meeting before the commission.

OTHER BUSINESS

Discussion was held on the upcoming Fire Chief assessment on March 8, 2017. The assessment is being done by Pat Ramsey and associates along with several retired Fire Chiefs. Mayor Hruby stated that the commission will not be required to assess the future fire chief. The Mayor and current Fire Chief Ed Egut will meet after the assessment results are returned by Pat Ramsey and Associates.

ADJOURNMENT at 6:15 pm

Minutes approved by:

Joseph Greve, Chairman

Minutes prepared by:
Lynn George, Secretary

Office of the Civil Service Commission

March 1, 2017

Page 3