

**CANTON CIVIL SERVICE COMMISSION**

**REGULAR MEETING**

**THURSDAY, JANUARY 20, 2022 – 8:00 A.M.**

**CANTON CITY HALL COUNCIL CHAMBERS, FIRST FLOOR**

The meeting was called to order at 8:05 a.m. by Sliman. The following individuals were present:

COMMISSION:                   Chip Conde  
                                      Ralph Lee  
                                      Edmond Mack  
                                      Mariella Mestel

STAFF:                            Samuel Sliman  
                                      Rachel Forchione  
                                      Anna Moeglin

OTHERS:                         Kevin L’Hommedieu, Assistant Law Director  
                                      James Adams, Health Commissioner

**ROLL CALL**

CONDE - PRESENT

LEE - PRESENT

MACK – PRESENT

**COMMISSION ORGANIZATION**

1. Swearing in of Commission Member Edmond J. Mack

Mr. Mack had been previously sworn in by the Mayor and so the Commission welcomed him to the board as a voting member.

2. Election of 2022 Commission Chairperson

Lee made a motion to nominate Conde to the position. Mack seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK – YES

3. Election of 2022 Commission Vice-Chairperson

Conde made a motion to nominate Lee to the position. Mack seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK – YES

4. Reappointment of 2022 Commission Secretary

Conde made a motion to reappoint Mestel to the position. Lee seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK – YES

**APPROVAL OF MINUTES**

5. Approval of the minutes for the 12-15-21 Commission Meeting

Conde made a motion to approve the minutes. Mack seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

**REGULAR BUSINESS - CONSENT AGENDA**

Next item of business was the Consent Agenda, which included the following items:

6. Notification of the administrative establishment of the open eligibility list for the position of Administrative Specialist I for the Health Department on December 13, 2021
7. Notification of the administrative establishment of the open eligibility list for the position of Clerical for the City of Canton on December 15, 2021
8. Notification of the administrative establishment of the open eligibility list for the position of Treatment Operator 3 for the Water Reclamation Facility on December 16, 2021
9. Notification of the administrative establishment of the open eligibility list for the position of Assistant Computer Technician for the IT Department on December 20, 2021

10. Notification of the administrative establishment of the open eligibility list for the position of Heavy Duty Auto Mechanic III/Emergency Vehicle Technician for the Fire Department on January 3, 2022
11. Notification of the administrative establishment of the open eligibility list for the position of Clerical for the City of Canton on January 7, 2022
12. Notification of the administrative establishment of the open eligibility list for the position of Air Pollution Control Monitoring & Inspection Technician for the Health Department on January 10, 2022
13. Notification of the administrative establishment of the open eligibility list for the position of Telecommunicator for the Communications Department on January 11, 2022
14. Temporary Appointments

Lee made a motion to accept the consent agenda. Conde seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

### **PUBLIC SPEAKS**

No one signed up for Public Speaks.

### **NEW BUSINESS**

15. Recognition of the revised job description for the position of Staff Sanitarian I for the Health Department
16. Recognition of the revised job description for the position of Staff Sanitarian II for the Health Department

Commissioners Adams gave a brief overview of the proposed changes, which were in job titles only. He noted that the Ohio Revised Code changed the job title for Sanitarians to Environmental Health Specialists, and so to be in keeping with the ORC, the Health Department is requesting that the job titles for the two Sanitarian positions be revised to reflect the same. Lee inquired about the recent success of hiring for these two positions. Adams noted that it

would be helpful to get into local areas even sooner to recruit individuals before they choose education paths as these positions do require four year degrees.

Conde made a motion to approve the revised job descriptions for Staff Sanitarian I and Staff Sanitarian II. Lee seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

17. Motion to formally approve pay increase, essential worker bonus, and COVID vaccination bonus for non-bargaining department members

Sliman and Forchione explained that all non-bargaining city employees had been approved by Council to receive a 3-percent wage increase, \$1,000 essential worker bonus and \$500 vaccination bonus. Due to the short turnaround time that the Auditor’s Office needed approval for those items by everyone’s respective appointing authority, the Commission had previously agreed to submit a letter approving the request by the deadline required, and then would formally approve it at today’s meeting. Sliman added that the two AFSCME unions had also received the same wage increases and bonuses. He added that the Fire and Police unions were still in negotiations. Conde inquired about who was deemed an essential worker for purposes of that bonus, to which Sliman noted that it was essentially all non-bargaining employees and the two AFSCME unions at this point.

Conde made a motion to approve the pay increase and bonuses. Lee seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

18. Discussion and approval of updated Civil Service Rules & Regulations

L’Hommedieu gave a brief overview of the entire process to date and highlighted the remaining changes made since the last meeting. He noted that a clean copy would be provided to all upon approval of the changes.

Conde made a motion to approve the revised Rules & Regulations with the changes included as indicated. Lee seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

19. Update on current marketing and recruitment initiatives

Moeglin and Forchione briefly highlighted marketing and recruitment initiatives undertaken over the last month, including pending career fairs, job advertisements, and social media efforts. Lee asked whether we were still working with the Urban League, to which Forchione responded that we were. Moeglin added that we can provide the Commission members with job advertisements and recruiting materials if they would like to take them to any locations.

**MISCELLANEOUS BUSINESS**

Sliman and Forchione gave an update on current Police and Fire recruiting efforts. He noted that we were still advertising at the lower (2021) salary range as the new salary range of \$51,500 that was approved by Council was not effective until the Police bargaining agreement was approved. Forchione added that hiring for Police, Fire and Dispatch was going to be continuous going forward as all of those departments are in desperate need for constant applicants. Lee asked when we expected the union contract to be approved and if we could talk to the union and Administration about amending the ordinance to implement the higher salary range for new cadets. L’Hommedieu stated that it was in fact-finding currently, which could take several months. Sliman noted the Commission’s need to be cautious as a neutral body of getting too involved with salary discussions to ensure that we do not engage in any unfair labor practice. L’Hommedieu added that we can talk to the Administration, but we cannot talk to the union at this point. The Commission requested that staff talk to the Administration about amending the ordinance for probationary police officer’s new starting salary to not be contingent upon the union contract as the higher salary needs to be offered and advertised now to help recruit candidates.

Sliman noted that we would work on getting Commission member Mack a city email address to conduct city business through.

Forchione asked the Commission if Wednesdays at 8 am were still amenable to everyone to conduct regular Commission meetings, to which all parties agreed that they were.

**ADJOURNMENT**

Lee made a motion to adjourn the meeting. Conde seconded the motion.

The motion passed with the following vote:

CONDE – YES

LEE - YES

MACK - YES

The meeting adjourned at 9:01 a.m.