

City of North Canton

NOTICE OF PUBLIC MEETING

Notice is hereby given that:

The Civil Service Commission of the City of North Canton shall hold a Regular Meeting on Tuesday, July 11, 2023 at 8:00 AM at North Canton Civic Center 845 W Maple St. North Canton, OH.

See attached agenda for matters to be discussed.

Meetings are open to the public.

BY THE ORDER OF THE CITY OF NORTH CANTON, COUNTY OF STARK, STATE OF OHIO:

07/07/2023

Date

Benjamin R. Young

Clerk

NORTH CANTON REGULAR MEETING
July 11, 2023, 8:00 AM
Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - 3.a Minutes from December 13, 2022
 - 3.b Minutes from May 3, 2023
- 4. New Business**
 - 4.a Approve Fire/EMS Promotional Exams Scores for Fire/EMS 4 Chief, 3 Battalion Chief, and 2 Captain.
- 5. Adjourn**

NORTH CANTON CIVIL SERVICE COMMISSION
MEETING MINUTES
Tuesday, December 13, 2022 – 8:00 a.m.
North Canton Civic Center

Record of proceedings held before North Canton Civil Service Commission, taken by Secretary Benjamin Young, at the North Canton Civic Center, 845 West Maple Street, North Canton, Ohio, on Friday, the 9th day of September 2022, at 8:00 a.m.

Present for the meeting were: Commission Members Alice Stephens and Debra Howard, Chairman Doug Lane, Secretary Benjamin Young, Undersecretary Virginia Grier, Mayor Stephane B. Wilder, Chief of Fire/EMS John Bacon, Battalion Chief Drew Cramer, and Chief of Police Frank Kemp.

1. Call to Order

Chairman Lane called the meeting to order at 8:00 AM.

2. Roll Call

Members Lane, Howard, and Stephens responded to roll call.

3. Approval of Minutes

Minutes of the Commission meeting held September 9, 2022, were approved with 3 in favor and 0 opposed.

4. New Business

- a. Amendments to Rules IV, V, and VI in order to establish continuous recruitment of entry-level personnel.*

Secretary Young provided an explanation that the proposed rule changes would alter the testing procedure for entry-level personnel to be more directly controlled by the Secretary to offer “rolling” testing such that applicants may take an exam whenever they apply and are not limited to only applying in the brief window the Commission offers a test each year. The tests would be taken online by applicants and scored by the testing company who then provides final scores to the Secretary. Applicants would then stay on the list for one year from the date their score was reported. However, applicants would no longer be entitled to an inspection and challenge period. The proposal would apply to all Classes ranked “1”. The proposal was endorsed by the Chief of Fire and Ems and the Chief of Police who both believed the new procedure would make their recruitment efforts easier. The amendments were adopted with 3 in favor and 0 opposed.

5. Adjourn

With no further business, the meeting was adjourned at approximately 8:06 AM.

Approved by the Commission this ____ day of _____, 2023.

Benjamin Young, Secretary

Doug Lane, Chairman

Attachment: Redline Showing Adopted Changes

RULE IV – NOTICE AND APPLICATIONS

SECTION 4.01 NOTICE OF EXAMINATIONS

(a) Notice of all examinations shall be given through public notices specifying the Class the examination is for, the pertinent qualifications, application requirements, application Filing Period, passing grade, date and time of examination, and other pertinent information the Commission may require posted on the Commission's webpage not less than two (2) weeks prior to such examination.

(b) Examinations may be otherwise advertised at the discretion of the Commission when necessary to recruit an adequate pool of Applicants.

SECTION 4.02 NOTICE OF JOB VACANCY

(a) Whenever a Position in the Classified Service is or becomes vacant and an eligible list for the Class for which the Position is allocated does not exist, has expired, or has been exhausted, the Secretary shall notify the Commission that such vacancy exists and that an examination must be conducted to produce an eligible list.

(b) Whenever the Commission is so notified the Commission shall, within sixty (60) days of notification of such vacancy, hold an examination to fill the vacancy.

SECTION 4.03 REGISTRATION FOR EXAMINATION

(a) Applicants for admission to competitive examinations, except as provided below, must register for the examination and file a completed application with the Commission within the prescribed Filing Period as established for that examination by the Commission and stated in the notice of examination unless:

- (1) The application is received outside of the Filing Period through a special recruitment program approved by the Commission; or
- (2) The Applicant is registering for admission to a promotional Examination and the individual is already a Classified Employee and therefore need not submit an application.

(b) To be considered completed applications must:

- (1) be filled out in ink or typewritten;
- (2) be accompanied by all required supporting paperwork; and
- (3) be signed by the Applicant.

(c) For Entrance Examinations the Secretary may establish an application fee to offset the costs of testing be charged to Applicants which fee shall be paid at the time an application is filed with the Commission. Such fee shall only be refunded if the applicable examination is canceled by the Commission.

Rule IV – Notice and Applications

(d) Failure to file a completed application or to pay the specified application fee shall result in the Applicant being barred from sitting for that examination.

SECTION 4.04 GENERAL REQUIREMENTS

(a) Applicants for employment in municipal Classified Service must

- (1) be Citizens of the United States unless waived by the Commission;
- (2) be at least 18 years of age unless otherwise specified in Class requirements;
- (3) hold a high school diploma or equivalency; and
- (4) hold a driver's license valid in the State of Ohio.

(b) Whenever in the judgment of the Appointing Authority it is deemed advisable Applicants shall be required to take some or all of the following prior to appointment.

- (1) Polygraph Test
- (2) Drug Test
- (3) Psychological Examination
- (4) Physical and or Agility Assessment
- (5) Basic Medical Examination
- (6) Personality Assessment
- (7) Other pre-hire assessments pursuant to department policies

SECTION 4.05 DISQUALIFICATION OF APPLICANTS

(a) Applicants may be rejected from consideration, refused admittance to an examination, disqualified, or removed from an eligible list for, but not limited to, the following reasons:

- (1) The individual is found to lack any of the established minimum requirements for the Position;
- (2) The individual fails to provide any required documentation within the time limits prescribed by the Commission;
- (3) The individual fails to pass any additional assessment as may be required in Section 4.04(b);
- (4) The individual fails to report for the examination, interview, or other steps in the selection process as directed by the Commission or Appointing Authority;
- (5) The individual has made a false statement of material fact in the application or examination process;
- (6) The individual has practiced, or attempted to practice, deception or fraud in the application, examination, or appointment process;
- (7) The individual has used, threatened to use, or attempted to use political influence to secure employment, reemployment, or promotion;
- (8) The individual has been convicted of a felony or job-related misdemeanor;
- (9) The individual has been dismissed or resigned in lieu of termination from prior employment;
- (10) The individual has a poor traffic record and is applying for a Position which requires an operator's license and involves driving; or

Rule V – Examinations

(11) The individual cannot speak, read, or write the English language and the work requires such.

(b) In the event an individual is rejected, refused, disqualified, or removed from an eligible list pursuant to Section 4.05(a)(3) the individual may be precluded from reapplication for one (1) year at the discretion of the Comm

RULE V – EXAMINATIONS

Rule V – Examinations

SECTION 5.01 GENERAL EXAMINATION PROVISIONS

(a) All examinations shall be scheduled, and may be postponed or canceled, at the discretion of the Commission.

- (1) If an examination as scheduled is postponed or canceled, the Secretary shall cause notice to be sent to all accepted Applicants of the change and any additional information as needed.

(b) There shall be two types of examinations: Open Examinations and Promotional Examinations

- (1) Open Examinations shall be open to all Applicants who meet the minimum requirements for the Class being tested.
- (2) Promotional Examinations shall be open only to current municipal Employees who meet the minimum requirements for the Class being tested and are in such Class which has status to be eligible or within their Continuous Service has such status as to be eligible.

(c) Examinations for a Class ranked “1” shall be considered entrance examinations.

(d) Competitive examinations shall consist of a written test which relates to those matters which fairly test the relative capacity and qualifications of the Applicant to discharge proficiently the duties of the Class to which the individual seeks appointment and such other assessment measures as the Commission may deem appropriate.

(e) All examinations shall be conducted under the direction of the Commission or members of its staff.

(f) Examination Procedures. During an examination:

- (1) No Applicant shall:
 - (A) Be admitted without presenting proper identification at the time of the exam;
 - (B) Be admitted to an examination subsequent to the advertised time for beginning the examination; or
 - (C) Be permitted to take notes during the examination.
- (2) No visitors shall be admitted.

(g) Examination Results. After receiving the results of an examination the Secretary shall forward notification by First Class mail and email, to the email address provided by the applicant at the time of registration, to each Applicant who took said examination indicating the Test Score they received, their Final Score after the addition of any additional credit, and the date the inspection and challenge period expires as provided in 0.

(h) Passing Score. A Test Score of seventy percent (70%) shall be considered a passing score on all examinations.

Rule V – Examinations

(i) Confidentiality. All applications and examination papers are the property of the Commission and shall be treated as confidential records to the maximum extent allowed by law.

(j) Reference Materials. The reference material for any competitive examination, as cited in the examination notice, shall be kept on file by the Commission and shall be made available to applicants during any protest or inspection and challenge periods applicable to the examination. Review of reference materials shall follow the same procedures as set forth in 0.

SECTION 5.02 OPEN EXAMINATIONS

(a) No Applicants who have taken an open examination shall be permitted to be reexamined for the same Classification within one hundred and eighty (180) days from the date of the examination unless the Commission failed to approve an eligible list for the original examination or a substantially different form of examination is used.

(b) In the event two or more Applicants receive the same passing score on an open examination preference shall be given first to current Employees of the City and then by the date and time the individuals' applications were filed with the Commission to determine the order of names on the eligibility list.

SECTION 5.03 ENTRANCE EXAMINATIONS

(a) Beginning in January 1, 2023 examinations for entrance examinations shall be conducted on a rolling basis. No specific date shall be set for testing and instead, at the direction of the Secretary, Applicants shall be tested as promptly as possible following the filing of their application.

SECTION 5.04 PROMOTIONAL EXAMINATIONS

(a) In addition to the notice of examination requirements established in Section 4.01 notices of promotional exams must also include a list of eligible individuals, be posted in City Hall, the Department of the position being tested and, the Office of the Commission, and may, at the discretion of the Secretary, be sent directly to eligible individuals not less than forty-five (45) days prior to the examination.

(b) For promotional examinations a list of appropriate reference material for study shall be provided by the testing agency and shall be included in the notice of examination.

(c) Protest Period. After a written portion of a promotional examination is held and prior to the grading of such written portion there shall be a ten (10) day Protest Period from the date of the examination's written portion exclusive of Saturdays, Sundays, and holidays during which time applicants may file, in writing, with the commission a protest to any question on the test for errors in accuracy or appropriateness. All such protests shall be reviewed and considered by the Commission and any warranted changes made within five (5) days of the end of the protest period and prior to the grading of the examination.

Rule V – Examinations

(d) Inspection and Challenge. Each Applicant shall have the right to inspect his or her examination papers and the rating key within ten (10) days of the date of mailings pursuant to Section 5.01(f)(2) excluding Saturdays, Sundays, and City holidays.

- (1) The following procedures shall be followed for Applicants reviewing the examination and rating key:
 - (A) Only one Applicant may review the examination and rating key at a time;
 - (B) Applicants shall be monitored by Commission Employees at all times; and
 - (C) Applicants shall not be permitted to bring in anything with them except paper provided by Commission staff and a pen.
- (2) After review of test materials Applicants may file a challenge of their grade or of any test question with the Secretary before the end of the ten (10) day period provided for above. All such challenges shall be reviewed and considered by the Commission and any warranted changes made within five (5) days of the end of the challenge period and prior to the Certification of an eligible list.

(e) For promotional examinations Applicants may execute a release waiving their right to both a ten (10) day protest period and a ten (10) day inspection and challenge period.

(f) No Applicants who have taken a promotional examination shall be permitted to be reexamined for the same Classification within one hundred and eighty (180) days from the date of the examination unless the Commission failed to certify an eligibility list for the original examination, or a substantially different form of examination is used.

(g) In the event two or more Applicants receive the same passing score on a promotional examination preference shall be given by the date and time the individuals' applications were filed with the Commission to determine the order of names on the eligibility list.

SECTION 5.05 EXAMINATION REQUIREMENTS BY CLASS

The following are specific standards, rules, and qualifications for certain Classes and are in addition to the criteria and standards set forth in Section 4.04.

- (a) Police Generally. For all police Classes Applicants must:
 - (1) Be a certified Ohio Peace Officer or furnish proof of enrollment in a certified Police Academy to be completed prior to employment.
- (b) Fire/EMS Generally. For all Fire/EMS Classes Applicants must:
 - (1) Be a certified Ohio EMT-P; and
 - (2) Hold Ohio firefighter level II Certification or proof of enrollment in Class to be completed prior to employment.

Rule V – Examinations

(c) Police 4. Examinations to fill any vacancy in Class Police 4 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Police 4 Positions must:

- (1) Currently hold a Position Classified Police 3 or 2 with at least three (3) years of combined consecutive service in either class; or
- (2) For Open Examinations, have five (5) or more years of service in a rank(s) with equivalent duties to those of Police 3 or higher in another law enforcement agency prior to the date of examination.

(d) Police 3. Examinations to fill any vacancy in Class Police 3 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Police 3 Positions must:

- (1) Currently hold a Position Classified Police 2 with at least three (3) years of consecutive service; or
- (2) For Open Examinations, have five (5) or more years of service in a rank(s) with equivalent duties to those of Police 2 or higher in another law enforcement agency prior to the date of examination.

(e) Police 2. Examinations to fill any vacancy in Class Police 2 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Police 2 Positions must:

- (1) Currently hold a Position Classified Police 1 with at least three (3) years of consecutive service; or
- (2) For Open Examinations, have five (5) or more years of service in a rank with equivalent duties to those of Police 1 or higher in another law enforcement agency prior to the date of examination.

(f) Police 1. Examinations to fill any vacancy in Class Police 1 must be conducted as open examinations.

(g) Fire/EMS 4. Examinations to fill any vacancy in Class Fire/EMS 4 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Fire/EMS 4 Positions must:

- (1) Currently hold a Position Classified Fire/EMS 3 with at least one (1) year of consecutive service;
- (2) Have three (3) or more years of consecutive service in a Position Classified Fire/EMS 2 prior to the date of examination; or
- (3) For Open Examinations, have five (5) or more years of service in a rank(s) with equivalent duties to those of Fire/EMS 4 or higher in another Fire Prevention and/or EMS agency prior to the date of examination.

(h) Fire/EMS 3. Examinations to fill any vacancy in Class Fire/EMS 3 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Fire/EMS 3 Positions must:

- (1) Currently hold a Position Classified Fire/EMS 2 with at least two (2) years of consecutive service;

Rule V – Examinations

- (2) Have five (5) or more years of consecutive service in a Position Classified Fire/EMS 1 prior to the date of examination; or
- (3) For Open Examinations, have five (5) or more years of service in a rank(s) with equivalent duties to those of Fire/EMS 3 or higher in another Fire Prevention and/or EMS agency prior to the date of examination.

(i) Fire/EMS 2. Examinations to fill any vacancy in Class Fire/EMS 2 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Fire/EMS 2 Positions must:

- (1) Currently hold a Position Classified Fire/EMS 1 with at least two (2) years of consecutive service; or
- (2) For Open Examinations, have five (5) or more years of service in a rank(s) with equivalent duties to those of Fire/EMS 1 or 2 or higher in another Fire Prevention and/or EMS agency prior to the date of examination.

(j) Fire/EMS 1. Examinations to fill any vacancy in Class Fire/EMS 1 must be conducted as open examinations. If the vacancy is for a Fire Inspector position, applicants must successfully complete Ohio Firefighter 1A, and Ohio Fire Academy Course “Fire Safety Inspection 1” prior to employment.

(k) Dispatch 2. Examinations to fill any vacancy in Class Dispatch 2 must first be conducted as a promotional examination prior to conducting an open examination. Applicants for Dispatch 1 Positions must:

- (1) Currently hold a Position Classified Dispatch 1 with at least three (3) years of consecutive service; or
- (2) For Open Examinations: Have five (5) or more years of service in a rank(s) with equivalent duties to those of Dispatch 1 or higher in another law enforcement agency prior to the date of examination.

(l) Dispatch 1. Examinations to fill any vacancy in Class Dispatch 1 must be conducted as open examinations.

SECTION 5.06 ENSURING COMPETITIVENESS

(a) For any Class for which examination must first be conducted as a promotional examination if there are fewer than three (3) current City employees who: would qualify to apply, apply to take the examination, or pass the examination, then the Commission may choose to: cancel the examination or not certify an eligibility list.

- (1) The commission may instead reexamine for the Class allowing all current City employees in up to two classes below the Class being tested for, regardless of years of service, to apply.

(b) If, for a reexamination as described in subsection (a), there are fewer than three (3) current City employees who: would qualify to apply, apply to take the examination, or pass the examination, then the Commission may choose to: cancel the examination or not certify an eligibility list.

Rule V – Examinations

- (1) The Commission may instead reexamine for the Class as an open examination open to all current City employees in up to two Classes below the Class being tested for, regardless of years of service, and outside applicants who meet the class requirements as stipulated in Section 5.04.

(c) For any open Examination conducted pursuant to this Section applicants shall still be eligible for seniority additional credit as if it were a promotional examination.

SECTION 5.07 ADDITIONAL CREDIT

(a) The following additional credit may be awarded provided an Applicant receives a passing score prior to the award of any additional credit and provides sufficient proof to satisfy the listed requirements.

- (1) Military Service Credit. Applicants for Entrance Examinations shall be granted an additional credit of five percent (5%) of the Total Score Attainable for each year served in the armed forces of the United States either in combat or on active duty as confirmed by a form DD214 or equivalent.
- (2) Educational Credit. Applicants for Entrance Examinations shall be granted an additional credit of five percent (5%) of the Total Score Attainable for each year full year, defined as thirty (30) credit hours, of accredited college programs completed. The Applicant shall provide an official transcript to the Commission.
- (3) Prior Service Credit. Applicants for Entrance Examinations shall be granted an additional credit of twenty percent (20%) of the Total Score Attainable for having six (6) or more continuous months of service as a part-time, auxiliary, special, volunteer, or otherwise provisional Employee of the City Department of the Class being tested for. Prior Service Credit is not limited by the additional credit cap established in Section 5.07(b).
- (4) Seniority Credit. Applicants for promotional exams shall be granted an additional credit of one percent (1%) of the Total Score Attainable for each of the first four consecutive years of service in the City Department of the Class being tested for and six-tenths of a percent (0.6%) of the total attainable score for each additional consecutive year of service.

(b) Limitations. No individual on any examination may receive more than a total of twenty percent (20%) of the Total Score Attainable from additional credit. This limit shall not apply to Prior Service Credit received pursuant to Section 5.07(a)(3).

RULE VI – ELIGIBLE LISTS

SECTION 6.01 ESTABLISHMENT

(a) As used in this Rule, “Eligible Applicant” means an Applicant who, having taken an examination, received a passing score prior to receiving any additional credit.

(b) Entrance Examinations: After the receipt of test results the Secretary shall place any individual who receives a passing score onto a list of Eligible Applicants to fill the vacancy

(c) Promotional Examinations: After the receipt of test results and the expiration of the protest and inspection and challenge periods the secretary shall establish a list of Eligible Applicants to fill the vacancy.

SECTION 6.02 FORMAT OF ELIGIBLE LIST

(a) Eligible lists shall:

- (1) List all Eligible Applicants in rank order based on Final Score pursuant to the provisions of Section 5.02(b), Section 5.04(g), **Error! Reference source not found.**, and **Error! Reference source not found.**;
- (2) Include the name, identification number, Test Score, and Final Score of each Eligible Applicant; and
- (3) Be posted on the Commission’s webpage and any other location designated by the Commission for at least two weeks following the acceptance of the list by the Commission.

SECTION 6.03 EFFECTIVE DATE AND DURATION

(a) Entrance Examinations: Each applicant’s score and subsequent inclusion on an eligible list shall be valid for a period of one (1) year after which time the Secretary shall remove them from the list and the Applicant may reapply.

Promotional Examinations: Eligible lists shall become effective immediately upon their approval by the Commission and shall be in effect for one (1) years unless otherwise specified by the Commission. Upon request from the Appointing Authority, the duration of the Eligible list may be extended for six (6) months provided that no list receives more than two (2) six-month extensions.

SECTION 6.04 REMOVAL FROM ELIGIBLE LIST

(a) An Applicant’s name may be removed from an eligible list by:

- (1) An action of the Commission;
- (2) The Applicant accepting or declining an offer of employment from the City for a Position covered by the eligible list; or
- (3) At the request of the Applicant.

(b) The Commission may remove an Applicant from any eligible list on which they appear for any reason identified in Section 4.05(a).

(c) Notice of Removal. In the event the Commission makes a determination that an Applicant should be removed from the eligible list pursuant to Section 6.04(b), the Commission shall notify the Applicant by First Class mail or email to the email address provided by the applicant at registration of their removal and the reason for their removal.

SECTION 6.05 REVOCATION OF ELIGIBLE LIST

(a) During the effective duration of any eligible list, the list may be revoked and a new examination ordered when, in the judgment of the Commission, such action is deemed advisable by reason of errors, fraud, or obviously inappropriate standards prescribed in connection with any examination.

(b) In the event an eligible list is revoked the following procedure shall be followed:

- (1) The Commission shall issue a public notice stating the reasons for such revocation;
- (2) Written notice shall be sent by First Class mail and email to all Applicants appearing on the eligible list at the time of revocation; and
- (3) All Applicants appearing on the eligible list at the time of revocation shall be permitted to participate in the new examination without reapplying.

NORTH CANTON CIVIL SERVICE COMMISSION
MEETING MINUTES
Wednesday, May 3, 2023 – 8:00 a.m.
North Canton Civic Center

Record of proceedings held before North Canton Civil Service Commission, taken by Secretary Benjamin Young, at the North Canton Civic Center, 845 West Maple Street, North Canton, Ohio, on Friday, the 9th day of September 2022, at 8:00 a.m.

Present for the meeting were: Commission Members Alice Stephens and Debra Howard, Chairman Doug Lane, Secretary Benjamin Young, Undersecretary Virginia Grier, Mayor Stephane B. Wilder, Chief of Fire/EMS John Bacon, Battalion Chief Drew Cramer, and Chief of Police Frank Kemp.

1. Call to Order

Chairman Lane called the meeting to order at 8:00 AM.

2. Roll Call

Members Lane, Howard, and Stephens responded to roll call.

3. New Business

a. Chief of Fire/EMS Promotional Exam to be held on June 26, 2023 at 9:00 AM.
Secretary Young proposed an examination for Fire/EMS Class 4, Chief, be held on June 26, 2023, at 9:00 AM. Due to an expectedly small pool of applicants the Secretary requested, pursuant to Rule 5.05, the Commission may authorize opening the exam to all department members who had the requisite years of service to be eligible for Fire/EMS 3 Battalion Chief. Chief Bacon concurred with Secretary Young's recommendation. The exam was authorized with the proposed expanded applicant pool with 3 in favor and 0 opposed.

b. Battalion Chief Promotional Exam to be held on June 26, 2023 at 9:00 AM.
Secretary Young proposed an examination for Fire/EMS Class 3, Battalion Chief, be held on June 26, 2023, at 9:00 AM. Due to the expansion of the applicant pool for the Chief exam and the duplicate proposed study materials the Secretary requested the Commission permit a single exam to count for both possible promotions. This would lower the administrative time and cost to write exams and mean candidates only needed to sit for one exam. Candidates would just need to indicate which positions they wished to be considered for. The exam was authorized as a single exam to be held concurrent with the Chief exam with 3 in favor and 0 opposed.

a. Captain Promotional Exam to be held on June 26, 2023 at 10:30 AM.
Secretary Young proposed an examination for Fire/EMS Class 2, Captain be held on June 26, 2023, at 10:30 AM. No special conditions were requested. The exam was authorized with 3 in favor and 0 opposed.

4. Adjourn

With no further business, the meeting was adjourned at approximately 8:05 AM.

Approved by the Commission this ____ day of _____, 2023.

Benjamin Young, Secretary

Doug Lane, Chairman



Item Cover Page

CIVIL SERVICE COMMISSION AGENDA ITEM REPORT

DATE: July 11, 2023

SUBMITTED BY: Council's Office

ITEM TYPE: Administrative Board New Business

AGENDA SECTION: New Business

SUBJECT: Approve Fire/EMS Promotional Exams Scores for Fire/EMS 4 Chief, 3 Battalion Chief, and 2 Captain.

DESCRIPTION: The secretary is requesting approval of the scores and the corresponding eligible lists for the three Fire/EMS promotional Exams held on June 26, 2023.

ATTACHMENTS:

- [2023 Fire Promotions Score and Additional Credit Calculator.xlsx](#)
- [Fire.EMS 2 Captain Eligible List 2023.docx](#)
- [Fire.EMS 3 Battalion Chief Eligible List 2023.docx](#)
- [Fire.EMS 4 Chief Eligible List 2023.docx](#)

2023 Fire Chief							
Applicant Name	Test Score	Years of Service	Years over 4	Seniority Credit	Final Score	Date of Registration	Time of Registration
Drew Cramer	92.05%	17	13	11.80%	103.85%	5/8/2023	10:41
Bryant Scheffler	87.50%	5	1	4.60%	92.10%	5/8/2023	10:52
Brad Dillon	84.09%	9	5	7.00%	91.09%	5/12/2023	11:05
John Kleinbeck	79.55%	8	4	6.40%	85.95%	5/9/2023	15:42

2023 Fire Battalion Chief							
Applicant Name	Test Score	Years of Service	Years over 4	Seniority Credit	Final Score	Date of Registration	Time of Registration
Bryant Scheffler	87.50%	5	1	4.60%	92.10%	5/8/2023	10:52
Brad Dillon	84.09%	9	5	7.00%	91.09%	5/12/2023	11:05
John Kleinbeck	79.55%	8	4	6.40%	85.95%	5/9/2023	15:42

2023 Fire Captain							
Applicant Name	Test Score	Years of Service	Years over 4	Seniority Credit	Final Score	Date of Registration	Time of Registration
Bryant Scheffler	100.00%	5	1	4.60%	104.60%	5/8/2023	11:05
John Kleinbeck	83.67%	8	4	6.40%	90.07%	5/9/2023	10:52
Ryan Frank	77.55%	8	4	6.40%	83.95%	5/11/2023	14:07
Douglas Taylor	71.43%	6	2	5.20%	76.63%	5/17/2023	13:00

City of North Canton
145 N. Main Street
North Canton, Ohio



Civil Service Commission
(330)-499-8223 Ext. 1101
byoung@northcantonohio.gov

ELIGIBILITY LIST
Fire/EMS 2 Captain
July 11, 2023

I.D. Number	Name	Test Score	Final Score
1	Bryant Scheffler	100.00%	104.60%
2	John Kleinbeck	83.67%	90.07%
3	Ryan Frank	77.55%	83.95%
4	Douglas Taylor	71.43%	76.63%

This list has been certified by the Civil Service Commission of North Canton, Ohio, and shall be valid until **July 11, 2024**.

BY THE ORDER OF THE CIVIL SERVICE COMMISSION OF NORTH CANTON, COUNTY OF STARK,
STATE OF OHIO:

Benjamin R. Young
Secretary

City of North Canton
145 N. Main Street
North Canton, Ohio



Civil Service Commission
(330)-499-8223 Ext. 1101
byoung@northcantonohio.gov

ELIGIBILITY LIST
Fire/EMS 3 Battalion Chief
July 11, 2023

I.D. Number	Name	Test Score	Final Score
1	Bryant Scheffler	87.50%	92.10%
3	Brad Dillon	84.09%	91.09%
2	John Kleinbeck	79.55%	85.95%

This list has been certified by the Civil Service Commission of North Canton, Ohio, and shall be valid until **July 11, 2024**.

BY THE ORDER OF THE CIVIL SERVICE COMMISSION OF NORTH CANTON, COUNTY OF STARK,
STATE OF OHIO:

Benjamin R. Young
Secretary

City of North Canton
145 N. Main Street
North Canton, Ohio



Civil Service Commission
(330)-499-8223 Ext. 1101
byoung@northcantonohio.gov

ELIGIBILITY LIST
Fire/EMS 4 Chief
July 11, 2023

I.D. Number	Name	Test Score	Final Score
1	Drew Cramer	92.05%	103.85%
2	Bryant Scheffler	87.50%	92.10%
4	Brad Dillon	84.09%	91.09%
3	John Kleinbeck	79.55%	85.95%

This list has been certified by the Civil Service Commission of North Canton, Ohio, and shall be valid until **July 11, 2024**.

BY THE ORDER OF THE CIVIL SERVICE COMMISSION OF NORTH CANTON, COUNTY OF STARK,
STATE OF OHIO:

Benjamin R. Young
Secretary