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1 BEFORE THE CITY OF COLUMBUS
2 MUNICIPAL CIVIL SERVICE COMMISSION
3 COLUMBUS, OHIO

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5 In the Matter of:

6 Regular Meeting

7 - - -

8 Grady L. Pettigrew
9 President, Presiding

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11 TRANSCRIPT OF PROCEEDINGS

12 - - -

13 Monday, August 26, 2019
14 12:40 p.m.
15 Civil Service Commission
16 77 North Front Street
17 Columbus, Ohio 43215

18 - - -

19 SUSAN L. COOTS, RPR
20 Registered Professional Reporter

21 - - -

22 ANDERSON REPORTING SERVICES, INC.
23 1421 West Third Avenue
24 Columbus, Ohio 43212
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2 COMMISSION MEMBERS PRESENT:

3 Grady L. Pettigrew, President

4 Stefanie L. Coe

5 Delena Edwards

6 PRESENTERS:

7 Richard Cherry

8 Beth Dyke

9 Charday Litzy-Taylor

10 Brenda Sobieck

11 Tammy Rollins

12 Barbara McGrath

13 ALSO PRESENT:

14 Wendy Brinnon

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1 MONDAY AFTERNOON SESSION
2 August 26, 2019
3 12:40 p.m.

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5 P R O C E E D I N G S

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7 BE IT REMEMBERED THAT, on the 26th day of
8 August, 2019, the Municipal Civil Service Commission
9 came on for a regular meeting, Grady L. Pettigrew,
10 President. And the parties appearing in person and/or
11 by counsel, as hereinafter set forth, the following
12 proceedings were had.

13 PRESIDENT PETTIGREW: I'll call to order the
14 Municipal Civil Service Commission meeting for the
15 City of Columbus Regular Meeting, August 26th, 2019.
16 We will be following the printed agenda.

17 The first item on the agenda is the review
18 and approval of the minutes of the July 29th, 2019,
19 Regular Meeting.

20 MS. COE: I move to approve the minutes from
21 the July 29, 2019, Regular Meeting.

22 MS. EDWARDS: I second.

23 PRESIDENT PETTIGREW: All in favor, say
24 "aye."

THE COMMISSION MEMBERS: Aye.

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1 PRESIDENT PETTIGREW: The minutes are
2 approved.

3 The next item is review of Prehearing
4 Conferences. The first one is Christopher Wynn versus
5 Columbus City Schools.

6 MS. SOBIECK: I don't have the file for
7 Wynn. I think it was --

8 PRESIDENT PETTIGREW: Do you want to pass it
9 or --

10 MS. SOBIECK: I'm Brenda Sobieck with the
11 Civil Service Commission staff.

12 The first Pre-Hearing Conference is
13 Christopher Wynn, Columbus City Schools; Food Service
14 Worker; Termination. That one is scheduled for
15 September 11th at 12:30. I do not have the number of
16 witnesses with me, but that is one that they believe
17 could be done in one afternoon.

18 And the second Pre-Hearing Conference is
19 Evelyn Burge-Dehl versus Columbus City Schools. It's
20 a 15-Day Suspension. This hearing was scheduled for
21 September 30th, 2019. There has been a continuance
22 requested so it has been rescheduled for October 9th,
23 2019, at 12:30. And this hearing -- and this is a
24 member of the classified supervisors association.

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1 There will be four witnesses, and -- four witnesses
2 for the school district and five witnesses for the
3 Appellant. Both parties feel that we can complete
4 that hearing in the afternoon as well.

5 MS. COE: So just to clarify, Christopher
6 Wynn is starting at 12:30 on September 11th, and they
7 expect it to just be the afternoon?

8 MS. SOBIECK: Yes. Correct. It is 12:30.
9 And also for Christopher Wynn, Wendy gave me the file,
10 so there are four witnesses for the school district
11 and one for the Appellant, plus the Appellant himself
12 in that hearing.

13 PRESIDENT PETTIGREW: Thank you.

14 MS. SOBIECK: Thank you.

15 PRESIDENT PETTIGREW: Item No. 4 is review
16 and approval to withdraw the appeal filed July 9th,
17 2019, for Doris Moore; City of Columbus Firefighter;
18 Suspension. Appeal No. 19-CA-00005. Pursuing
19 Grievance Process with Public Safety.

20 MS. COE: Do I need a motion about that? Or
21 we just accepted it.

22 PRESIDENT PETTIGREW: We can just accept it.
23 All right.

24 Then no Trial Board Recommendations.

6

1 Item No. 6 is a request of the Columbus City
2 Schools to revise the classification specifications
3 for the Safety and Security Compliance Investigator.

4 MS. McGRATH: Good afternoon. Barbara
5 McGrath on behalf of Columbus City Schools.

6 You have before you a series of five
7 separate requests, all that relate to our Safety and
8 Security department and the classifications that are
9 used there.

10 All of these requests have come about as a
11 result of the fact that the department is going to be
12 having a rather significant increase in staff people
13 available this coming year. And, as a result of that,
14 the director asked to take a look at the
15 classifications to see how he's going to incorporate
16 an additional 31 positions overall, which is quite a
17 few for this department.

18 In any event, though, the first request had
19 to do with a current classification which is the
20 Safety and Security Compliance Investigator. When we
21 looked at the group of classes as a whole, we realized
22 that there was not a particularly smooth transition
23 with respect to a promotional path through the
24 department. In the early -- the lowest-level classes

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1 at entry level, there is a degree required. The
2 school substitution at the highest level, the degrees
3 are required, no substitution. But in the middle
4 classifications, it basically went to those extremes.

5 So this request is to allow, in one of these
6 interim classes, two years of experience to substitute
7 for the education, so employees could grow as they
8 continued to work on and get their degree.

9 That's what this first request is, simply to
10 modify the minimum qualifications to allow the
11 substitution of two years of additional experience for
12 two of the years of the bachelor's degree.

13 MS. COE: Do you want to do these separately
14 or do you want to put them all together?

15 MS. McGRATH: Together.

16 The next one is the Safety and Security
17 Training Coordinator. This is a brand new
18 classification due to the large size of employees the
19 department is now going to have. Basically, the
20 number of Security Specialists is going to
21 approximately double in size.

22 The director believes he needed a Training
23 Coordinator Classification which is comparable to what
24 we have in our transportation office. This individual

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1 would be coordinating and developing and doing
2 training for the Safety and Security Office basically.

3 The request is to create that classification
4 and designated it noncompetitive with a 365-day
5 probationary period.

6 The next one is a Safety Security Supervisor
7 Classification. And similar to the initial one
8 I discussed, once again, we are looking to allow two
9 years of experience to be substituted for the
10 bachelor's degree, once again, to allow that clear
11 path in the middle classifications.

12 The next one is Safety and Security
13 Specialist I. We're going to be going to two
14 different types of Safety and Security Specialists.
15 One is the General Specialist that's on site doing
16 basically either in the school or possibly a couple
17 are in administration buildings, but they are on site,
18 on the job doing safety and security.

19 There's a group currently of Safety and
20 Security Specialists who are working off site to do
21 district-wide safety and security tasks. For example,
22 they're doing dispatching work for people across the
23 district. They're doing the access work to get in and
24 out of every school building, or they're doing work on

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1 the web where they are reviewing Facebook and social
2 media and other posings district-wide. All these
3 positions work in the central office, and they are
4 going to be Safety and Security Specialists II,
5 assuming that all the our requests are approved. And
6 so we are redesignating the current job, Safety and
7 Security Specialist I, so that the two levels are
8 reflected.

9 And then the last request, as I indicated,
10 is the creation of the Safety and Security Specialist
11 II. We're requesting that it be noncompetitive with a
12 365-day probationary period.

13 It is basically going to capture the current
14 Safety and Security Specialists who are not working on
15 site primarily at the schools doing safety and
16 security work, but they're working in a specialized
17 capacity, you know, district-wide.

18 I do actually have the names of the five
19 individuals who are going to be reclassified into the
20 new classifications and have their Civil Service
21 status and seniority be maintained as is the typical
22 practice. And their names are William Harrison,
23 Eric Maddox, Charles Wyatt, Gebrzghr Nire, and
24 Matt Skunda.

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1 PRESIDENT PETTIGREW: Thank you.

2 MS. COE: I move to support the following
3 requests of Columbus City Schools:

4 No. 6, to revise the classification
5 specifications for Safety and Security Compliance
6 Investigator.

7 No. 7. To create the classification Safety
8 and Security Training Coordinator, designate the
9 examination type as noncompetitive, and assign a
10 probationary period of 365 days.

11 No. 8. To revise the classification
12 specifications for Safety and Security Supervisor.

13 No. 9. To retitle the classification Safety
14 and Security Specialist to Safety and Security
15 Specialist I.

16 And No. 10, to create the classification
17 Safety and Security Specialist II, designate the
18 examination type as noncompetitive and assign a
19 probationary period of 365 days.

20 MS. EDWARDS: I second.

21 PRESIDENT PETTIGREW: All in favor, say
22 "aye."

23 THE COMMISSION MEMBERS: Aye.

24 PRESIDENT PETTIGREW: They are approved.

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1 That was items 6, 7, 8, 9, and 10. Thank
2 you.

3 MS. McGRATH: Thank you.

4 PRESIDENT PETTIGREW: Items 11 through 13
5 will be joined.

6 Item 11. Request of the Civil Service
7 Commission staff to revise the specification for the
8 classification Print Services Technician.

9 Item 12, request to revise the
10 classification for Print Services Specialist.

11 And 13 is to revise the classification for a
12 Print Services Coordinator.

13 MS. LITZY-TAYLOR: Hi. I'm Charday
14 Litzy-Taylor. I'm a personnel analyst with the
15 commission.

16 These classifications were reviewed
17 concurrently as part of the Civil Service Commission's
18 effort to review all classifications every four to
19 five years. Revisions are proposed to the "Examples
20 of Work" Section for Print Services Specialist to
21 reflect the advancement in technology as it relates to
22 the use of design software, digital printers, and
23 densitometers. The "Knowledge, Skills, and Abilities"
24 section for all three classifications were revised to

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1 incorporate the "Knowledge, Skills and Abilities"
2 necessary for success within the classification.

3 It is proposed that general knowledge of
4 chemicals and solvents used in offset press operation
5 and maintenance, and general knowledge of the design
6 imaging software be added to the Specialist
7 classification. Ability to maintain attention to
8 detail and communicate effectively be added to the
9 Specialist and Technician classification.

10 And the ability to operate a computer and
11 utilize related software be added to both the
12 Specialist and Coordinator classification.

13 No other revisions are proposed at this
14 time.

15 MS. COE: Thank you.

16 I move to support the request of the Civil
17 Service Commission staff to revise the specifications
18 for the classification Print Services Technician, as
19 well as to revise the specification for the
20 classification Print Services Specialist. And,
21 finally, to revise the specifications for the
22 classification Print Services Coordinator.

23 MS. EDWARDS: I second.

24 PRESIDENT PETTIGREW: All in favor, say

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1 "aye."

2 THE COMMISSION MEMBERS: Aye.

3 PRESIDENT PETTIGREW: They are approved.

4 Items 14 through 19 will be joined.

5 Item 14 is a request of the Civil Service
6 Commission staff to revise the specifications for the
7 classification Plant Maintenance Helper.

8 Item 15 is to revise the specifications for
9 the classification Plant Maintenance Mechanic.

10 Item 16 is for the classification Plant
11 Maintenance Supervisor I.

12 Item 17 is for the classification Plant
13 Maintenance Supervisor II.

14 Item 18 is for the classification Plant
15 Maintenance Manager.

16 Item 19 is for the classification Plant
17 Maintenance Assistant Manager.

18 MS. LAGEMANN: Carol Lagemann, Personnel
19 Analyst II for the Civil Service Commission.

20 The review of these classifications is part
21 of their effort to review all classifications every
22 five years. Within all six classifications of this
23 plant maintenance series, updates to the "Examples of
24 Work" and the "Knowledge, Skills, and Abilities"

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1 section are proposed.

2 The majority of the additions are to better
3 reflect physical demands associated with the work in
4 either "Examples of Work" or "Ability" statements.

5 Other additions in these sections are
6 proposed that focus on safety or environmental
7 protection, or offer more detail to describe the work.

8 A few statements are proposed to be deleted
9 as they are no longer reflective of the work. There
10 are no proposed changes.

11 MS. COE: Thank you.

12 I move to support the request of the Civil
13 Service Commission staff to revise the specifications
14 for the classification Plant Maintenance Helper, as
15 well as to revise the specification for the
16 classification Plant Maintenance Mechanic, and to
17 revise the specification for the classification, Plant
18 Maintenance Supervisor I, to revise the specification
19 for the classification Plant Maintenance Supervisor
20 II, to revise the specification for the classification
21 Plant Maintenance Manager, and, finally, to revise the
22 specification for the classification Plant Maintenance
23 Assistant Manager.

24 MS. EDWARDS: I second.

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1 PRESIDENT PETTIGREW: All in favor, say aye.

2 THE COMMISSION MEMBERS: Aye.

3 PRESIDENT PETTIGREW: They are approved.

4 The next item we have is the Background

5 Removals, Applicants Removed Pre-examination.

6 As to Malik Abdu-Hamdeh, do not reinstate.

7 Mama Amar, reinstate.

8 James Burcham, reinstate.

9 Gerardo Cervantes, do not reinstate.

10 Brandon Cooper, do not reinstate.

11 Bailey Delp, do not reinstate.

12 Jesse Jenk, reinstate.

13 Jared Landberg, do not reinstate.

14 Treven Linger, reinstate.

15 Michaela Morgan, do not reinstate.

16 Joseph Norris, do not reinstate.

17 Chanelle Russell, reinstate.

18 Hosie Williams, do not reinstate.

19 Henri Young, reinstate.

20 The only remaining item we have are the
21 letters of approval. As to the letters for Everett
22 Bingham and Kelly Harrier, they are both approved as
23 submitted.

24 With that, we are adjourned.

