BEFORE THE CITY OF COLUMBUS
MUNICIPAL CIVIL SERVICE COMMISSION
COLUMBUS, OHIO

In the Matter of:

Regular Meeting

Grady L. Pettigrew
President, Presiding

TRANSCRIPT OF PROCEEDINGS

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

SUSAN L. COOTS, RPR
Registered Professional Reporter

ANDERSON REPORTING SERVICES, INC.
1421 West Third Avenue
Columbus, Ohio 43212
(614) 326-0177
COMMISSION MEMBERS PRESENT:

Grady L. Pettigrew, President
Stefanie L. Coe
Delena Edwards

PRESENTERS:

Richard Cherry
Beth Dyke
Charday Litzy-Taylor
Brenda Sobieck
Tammy Rollins
Barbara McGrath

ALSO PRESENT:

Wendy Brinnon
MONDAY AFTERNOON SESSION
August 26, 2019
12:40 p.m.

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PROCEEDINGS

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

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

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

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

MS. EDWARDS: I second.

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

THE COMMISSION MEMBERS: Aye.
PRESIDENT PETTIGREW: The minutes are approved.

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

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

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

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

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

And the second Pre-Hearing Conference is Evelyn Burge-Dehl versus Columbus City Schools. It's a 15-Day Suspension. This hearing was scheduled for September 30th, 2019. There has been a continuance requested so it has been rescheduled for October 9th, 2019, at 12:30. And this hearing -- and this is a member of the classified supervisors association.
There will be four witnesses, and -- four witnesses for the school district and five witnesses for the Appellant. Both parties feel that we can complete that hearing in the afternoon as well.

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

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

PRESIDENT PETTIGREW: Thank you.

MS. SOBIECK: Thank you.

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

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

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

Then no Trial Board Recommendations.
Item No. 6 is a request of the Columbus City Schools to revise the classification specifications for the Safety and Security Compliance Investigator.

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

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

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

In any event, though, the first request had to do with a current classification which is the Safety and Security Compliance Investigator. When we looked at the group of classes as a whole, we realized that there was not a particularly smooth transition with respect to a promotional path through the department. In the early -- the lowest-level classes
at entry level, there is a degree required. The school substitution at the highest level, the degrees are required, no substitution. But in the middle classifications, it basically went to those extremes. So this request is to allow, in one of these interim classes, two years of experience to substitute for the education, so employees could grow as they continued to work on and get their degree.

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

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

MS. McGrath: Together.

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

The director believes he needed a Training Coordinator Classification which is comparable to what we have in our transportation office. This individual
would be coordinating and developing and doing training for the Safety and Security Office basically.

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

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

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

There's a group currently of Safety and Security Specialists who are working off site to do district-wide safety and security tasks. For example, they're doing dispatching work for people across the district. They're doing the access work to get in and out of every school building, or they're doing work on
the web where they are reviewing Facebook and social media and other postings district-wide. All these positions work in the central office, and they are going to be Safety and Security Specialists II, assuming that all our requests are approved. And so we are redesignating the current job, Safety and Security Specialist I, so that the two levels are reflected.

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

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

I do actually have the names of the five individuals who are going to be reclassified into the new classifications and have their Civil Service status and seniority be maintained as is the typical practice. And their names are William Harrison, Eric Maddox, Charles Wyatt, Gebrzghr Nire, and Matt Skunda.
PRESIDENT PETTIGREW: Thank you.

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

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

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

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

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

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

MS. EDWARDS: I second.

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

THE COMMISSION MEMBERS: Aye.

PRESIDENT PETTIGREW: They are approved.
That was items 6, 7, 8, 9, and 10. Thank you.

MS. McGrath: Thank you.

President Pettigrew: Items 11 through 13 will be joined.

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

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

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

Ms. Litzy-Taylor: Hi. I'm Charday Litzy-Taylor. I'm a personnel analyst with the commission.

These classifications were reviewed concurrently as part of the Civil Service Commission's effort to review all classifications every four to five years. Revisions are proposed to the "Examples of Work" Section for Print Services Specialist to reflect the advancement in technology as it relates to the use of design software, digital printers, and densitometers. The "Knowledge, Skills, and Abilities" section for all three classifications were revised to
incorporate the "Knowledge, Skills and Abilities" necessary for success within the classification.

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

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

No other revisions are proposed at this time.

MS. COE: Thank you.

I move to support the request of the Civil Service Commission staff to revise the specifications for the classification Print Services Technician, as well as to revise the specification for the classification Print Services Specialist. And, finally, to revise the specifications for the classification Print Services Coordinator.

MS. EDWARDS: I second.

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

THE COMMISSION MEMBERS: Aye.

PRESIDENT PETTIGREW: They are approved.

Items 14 through 19 will be joined.

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

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

Item 16 is for the classification Plant Maintenance Supervisor I.

Item 17 is for the classification Plant Maintenance Supervisor II.

Item 18 is for the classification Plant Maintenance Manager.

Item 19 is for the classification Plant Maintenance Assistant Manager.

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

The review of these classifications is part of their effort to review all classifications every five years. Within all six classifications of this plant maintenance series, updates to the "Examples of Work" and the "Knowledge, Skills, and Abilities"
section are proposed.

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

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

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

MS. COE: Thank you.

I move to support the request of the Civil Service Commission staff to revise the specifications for the classification Plant Maintenance Helper, as well as to revise the specification for the classification Plant Maintenance Mechanic, and to revise the specification for the classification, Plant Maintenance Supervisor I, to revise the specification for the classification Plant Maintenance Supervisor II, to revise the specification for the classification Plant Maintenance Manager, and, finally, to revise the specification for the classification Plant Maintenance Assistant Manager.

MS. EDWARDS: I second.
PRESIDENT PETTIGREW: All in favor, say aye.

THE COMMISSION MEMBERS: Aye.

PRESIDENT PETTIGREW: They are approved.

The next item we have is the Background Removals, Applicants Removed Pre-examination.

As to Malik Abdu-Hamdeh, do not reinstate.
Mama Amar, reinstate.
James Burcham, reinstate.
Gerardo Cervantes, do not reinstate.
Brandon Cooper, do not reinstate.
Bailey Delp, do not reinstate.
Jesse Jenk, reinstate.
Jared Landberg, do not reinstate.
Treven Linger, reinstate.
Michaela Morgan, do not reinstate.
Joseph Norris, do not reinstate.
Chanelle Russell, reinstate.
Hosie Williams, do not reinstate.
Henri Young, reinstate.

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

With that, we are adjourned.
And, thereupon, the meeting was adjourned at 12:57 p.m.

I do hereby certify that the foregoing is a true, correct and complete written transcript of the proceedings in this matter, taken by me on the 26th day of August, 2019, and transcribed from my stenographic notes.

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The Commissioners adjourned their regular meeting at 12:57 p.m.

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Grady L. Pettigrew, Jr., President

Date