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1 BEFORE THE CITY OF COLUMBUS
2 MUNICIPAL CIVIL SERVICE COMMISSION

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5 In the Matter of:

6 Special Meeting

7 - - -

8 Grady L. Pettigrew

9 President, Presiding

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11 TRANSCRIPT OF VIDEOCONFERENCE PROCEEDINGS

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13

14 Wednesday, February 17, 2021
15 2:00 p.m.
 (Via WebEx)

16

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18 TRACI E. PEOPLES
19 PROFESSIONAL COURT REPORTER

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23 ANDERSON REPORTING SERVICES, INC.
 1421 West Third Avenue
 Columbus, Ohio 43212
24 (614) 326-0177

1 COMMISSION MEMBERS PRESENT:
2 Grady L. Pettigrew, President
3 Jennifer Lynch
4 Larry Price
5 PRESENTERS:
6 Tammy Rollins
7 ALSO PRESENT:
8 Amy DeLong, Executive Director
9 Wendy Brinnon
10 Jaasiel Rubeck
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1 WEDNESDAY AFTERNOON SESSION
2 February 17, 2021
3 2:00 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 17th day of
8 February, 2021, the Municipal Civil Service
9 Commission came for a special meeting, Grady L.
10 Pettigrew, President. And, the parties appearing in
11 person and/or by counsel, as hereinafter set forth,
12 the following proceedings were had:

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14 PRESIDENT PETTIGREW: Okay. We have
15 three commissioners, so I will call to order the
16 City of Columbus, Ohio, Municipal Civil Service
17 Commission special meeting for February 17, 2021.

18 We have one item on the agenda;
19 therefore, we will be following the agenda as to
20 that item.

21 Item No. 1 is request of the Civil
22 Service Commission staff to create the specification
23 for the classification Police Assistant Chief,
24 assign a probationary period of 365 days, designate
the examination type as noncompetitive, and amend

1 Rule XI accordingly.

2 MS. ROLLINS: Tammy Rollins, Civil
3 Service Commission.

4 As the City is looking at opportunities
5 to reform and reimagine the Police Division, the
6 classifications at the highest managerial level
7 within the Division are under review.

8 Based on this review, it is proposed to
9 create a Police Assistant Chief that would report
10 directly to the Police Chief and would directly
11 supervise the Deputy Police Chiefs at the level
12 below it.

13 The proposed classification would provide
14 an additional layer of managerial oversight to a
15 division of more than 2,000 sworn and ranked
16 officers and nearly 500 civilian employees.

17 Most importantly, this classification
18 would provide a layer of support and allegiance to
19 the Police Chief that would be vitally important to
20 the success in carrying out the goals and objectives
21 associated with the reform initiative.

22 The proposed classification would provide
23 the department with the ability to hire employees on
24 either a sworn or civilian capacity. In either

1 scenario, candidates could be hired externally.
2 This is significant, in that it will allow the
3 Department to recruit candidates who are committed
4 to the changes and reform measures initiated by the
5 City, but also recruit individuals who are not as
6 invested in the past practices of the Division.

7 Initial research, as I was initially
8 embarking on the task of creating this
9 classification, revealed that we did have several
10 CALEA law enforcement agencies that have civilian
11 assistant chiefs in their organizational structure.
12 And at least one of which that I saw a similar
13 civilian assistant chief class specification that
14 allowed both civilian and sworn positions within the
15 same job class.

16 The classification was developed in
17 conversation with the Division of Police. This
18 classification, as mentioned previously, would
19 basically be assisting the Police Chief in managing
20 and directing the operational administrative
21 activities of the Division.

22 The number of positions would be at the
23 discretion of the Public Safety Director, but would
24 also comply with any authorized strength

1 legislation.

2 The "Examples of Work" were basically
3 provided by input from the Division and the Public
4 Safety -- not from the Division -- from Public
5 Safety Department.

6 The proposed "Minimum Qualifications"
7 were drafted to ensure that the Division -- the
8 Department would have an adequate applicant pool for
9 selection purposes.

10 The educational requirement is fairly
11 consistent across other law enforcement agencies for
12 a level of this position in the organization. And
13 the number of years of managerial experience were
14 also fairly consistent.

15 It was in identifying the experience
16 requirement that we kind of looked to the Department
17 to kind of get some guidance on the critical needs
18 of the department and the Division in order to carry
19 out the responsibilities of this position. Based on
20 these conversations, it was determined that the
21 experience should have policy formulation, adoption
22 of best practices, implementation of leadership
23 initiatives and direction of a large staff through
24 subordinate supervisors as critical experience for

1 this particular position.

2 As mentioned before, some positions --
3 positions in this classification could be sworn or
4 civilian. And, as such, some positions may require
5 the OPOTA certification if it is determined that
6 this would be a sworn position. Others would not be
7 required to get the OPOTA certification if a
8 civilian is the better route to go for the position.

9 It is recommended that the probationary
10 period be assigned 365 days, as this is the longest
11 probation period permitted by City Charter and would
12 also be, you know, the longest needed for this
13 particular classification.

14 Examination type would be noncompetitive,
15 and the job family would be the executive job family
16 and official administrator for the EEO job category.

17 Based on all of the above, it is staff's
18 recommendation that the Police Assistant Chief class
19 be approved as proposed.

20 PRESIDENT PETTIGREW: Just a couple of
21 questions that I have.

22 One is, would this be for one person, or
23 could it apply to more than one?

24 MS. ROLLINS: It could apply to more than

1 one.

2 Initial conversations, you know, the
3 Division could have as many as three. They will
4 probably start as one. But it would be at the
5 discretion of the Safety Director and would have to
6 comply with the authorized strength legislation.

7 PRESIDENT PETTIGREW: And also budgeting
8 requirements.

9 MS. ROLLINS: Absolutely.

10 PRESIDENT PETTIGREW: Okay. The second
11 thing, will this position carry with it authority
12 over line police officers? So, in other words,
13 could this individual give orders to police
14 officers?

15 MS. ROLLINS: I mean, this position would
16 have direct authority over the Police Deputy Chiefs.
17 But, within the chain of command, it could
18 potentially, you know, order down through the ranked
19 order.

20 PRESIDENT PETTIGREW: It doesn't require
21 the Chief to pass on an order? This Deputy Chief
22 could, in fact, issue orders?

23 MS. ROLLINS: I believe so, yeah.

24 PRESIDENT PETTIGREW: Like you said, it's

1 in the chain of command.

2 MS. ROLLINS: Absolutely. Yes.

3 PRESIDENT PETTIGREW: All right. Those
4 are the questions I have.

5 MR. PRICE: Commissioner, I just have one
6 question, if I may.

7 Who directly hires this person? Is it
8 the Police Chief? Is it the Director? Or is it the
9 Mayor? Who directly hires this person?

10 MS. ROLLINS: The Public Safety Director
11 would be the appointing authority.

12 MR. PRICE: Okay.

13 PRESIDENT PETTIGREW: All right. Any
14 other questions?

15 (No audible response.)

16 MR. PRICE: If there are no other
17 questions, I move to approve the request of the
18 Civil Service Commission staff to create the
19 specification for the classification Police
20 Assistant Chief, assign a probation period of 365
21 days, designate the examination type as
22 noncompetitive, and amend Rule XI accordingly.

23 MS. LYNCH: I second the motion.

24 PRESIDENT PETTIGREW: All in favor, say

1 "aye."

2 THE COMMISSION MEMBERS: Aye.

3 PRESIDENT PETTIGREW: It is approved.

4 And that is the only item of business we
5 have for today. Therefore, we will adjourn.

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7 And, thereupon, the meeting was
8 concluded at approximately 2:10 p.m.

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C-E-R-T-I-F-I-C-A-T-E

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I do hereby certify that the foregoing is a

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true, correct and complete written transcript of the

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proceedings in this matter, taken by me on the

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17th day of February, 2021, and transcribed from my

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stenographic notes.

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TRACI E. PEOPLES
Professional Reporter and
Notary Public in and for
the State of Ohio

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My Commission Expires: July 15, 2024

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Grady L. Pettigrew, President

Date