

1 BEFORE THE CITY OF COLUMBUS
2 MUNICIPAL CIVIL SERVICE COMMISSION

3 - - -

4

5 In the Matter of:

6 Regular Meeting

7 - - -

8 Larry Price

9 President, Presiding

10 - - -

11 TRANSCRIPT OF PROCEEDINGS

12 - - -

13

14 Monday, July 25, 2022
15 12:45 p.m.
16 City of Columbus
17 Civil Service Commission
18 77 North Front Street
19 Columbus, Ohio 43215

20 - - -

21 TRACI E. PEOPLES
22 PROFESSIONAL COURT REPORTER

23 - - -

24

 ANDERSON REPORTING SERVICES, INC.
 3040 Riverside Drive
 Columbus, Ohio 43221
 (614) 326-0177

1 COMMISSION MEMBERS PRESENT:

2 Larry Price, President
3 Jennifer Lynch
4 Dawn Tyler Lee

5 PRESENTERS:

6 Maggie Bier
7 Beth Dyke
8 Jennifer Hutchinson
9 Carol Lagemann
10 Charday Litzy-Taylor

11 ALSO PRESENT:

12 Wendy Brinnon

13 - - -

14

15

16

17

18

19

20

21

22

23

24

25

26

27

1 MONDAY AFTERNOON SESSION
2 July 25, 2022
3 12:45 p.m.

4 - - -

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

6 - - -

7 BE IT REMEMBERED THAT, on the 25th day of
8 July, 2022, the Municipal Civil Service Commission
9 came for a regular meeting, Larry Price, President.
10 And, the parties appearing in person and/or by
11 counsel, as hereinafter set forth, the following
12 proceedings were had:

13 - - -

14 PRESIDENT PRICE: Good afternoon,
15 everyone.

16 ATTENDEES: Good afternoon.

17 PRESIDENT PRICE. Great. We'll begin.

18 I'll call to order the City of Columbus
19 Ohio Municipal Civil Service Commission regular
20 meeting, July 25, 2022. We will follow the agenda
21 as printed.

22 Review and approval of the minutes from
23 the June 27, 2022, regular meeting.

24 Motion?

COMMISSIONER LYNCH: I move to approve

1 the minutes from the June 27, 2022, regular meeting.

2 COMMISSIONER TYLER LEE: Second.

3 PRESIDENT PRICE: All in favor, say

4 "aye."

5 THE COMMISSION MEMBERS: Aye.

6 PRESIDENT PRICE: They are approved.

7 No. 2, prehearing conference reviews,

8 none submitted.

9 No. 3, trial board recommendations.

10 Review and approval of the findings and

11 recommendations of the trial board hearing held on

12 Monday, May 16, 2022, at 10:00 a.m., Jason Williams

13 v. Columbus City Schools, from the action of the

14 Columbus City Schools discharging Mr. Williams from

15 his position as a truck driver, Appeal

16 No. 21-BA-0005.

17 MS. HUTCHINSON: Good afternoon.

18 Jennifer Hutchinson, Personnel Administrative

19 Manager with Civil Service. A trial board of the

20 Municipal Civil Service Commission was convened on

21 May 16, 2022, at 10:00 a.m., with Commissioner Larry

22 Price presiding, and Jennifer Hutchinson and

23 Jennifer Shea serving as members of the trial board.

24 A hearing was held on the merits of the

1 appeal of Jason Williams v. Columbus City Schools,
2 from the action of Columbus City Schools discharging
3 Mr. Williams from the positions of truck driver,
4 Appeal No. 21-BA-0005.

5 Both parties presented opening statements
6 and closing arguments at the hearing. All witnesses
7 were sworn in individually by Commissioner Price
8 prior to testifying, and all offered exhibits were
9 admitted without objection.

10 After hearing the presentation of each
11 party's case and review of all evidence submitted,
12 it is the trial board's recommendation that the
13 decision by Columbus City Schools to discharge the
14 appellant be overturned.

15 PRESIDENT PRICE: Thank you.

16 COMMISSIONER LYNCH: I move to approve
17 the findings and recommendation of the Trial Board
18 hearing held on Monday, May 16, 2022, at 10:00 a.m.,
19 Jason Williams v. Columbus City Schools, from the
20 action of the Columbus City Schools discharging
21 Mr. Williams from his position as a truck driver,
22 Appeal No. 21-BA-0005.

23 PRESIDENT PRICE: Second?

24 COMMISSIONER TYLER LEE: Second.

1 PRESIDENT PRICE: It has been moved and
2 seconded.

3 The recommendation of the Trial Board is
4 adopted to disaffirm appointing authority employee
5 action, and employee is to be reinstated.

6 MS. HUTCHINSON: Thank you.

7 PRESIDENT PRICE: Thank you, Jennifer.

8 MS. HUTCHINSON: Thank you.

9 PRESIDENT PRICE: No. 4, request of the
10 Civil Service Commission staff -- No. 4 and No. 5
11 will be combined.

12 Request of the Civil Service Commission
13 staff to approve the specification review for the
14 classification Water Supply and Treatment
15 Coordinator, with no revisions.

16 No. 5, Request of the Civil Service
17 Commission staff to approve the specification review
18 for the classification 911 Emergency Communication
19 Specialist, with no revisions.

20 MS. DYKE: Thank you. Beth Dyke,
21 Personnel Analyst with the Civil Service staff.

22 The review of the classifications for
23 Items 4 and 5 is part of the Civil Service
24 Commission staff's effort to review all

7

1 classifications every four to five years. Based on
2 feedback received, it was determined that the
3 current specifications still accurately reflect the
4 work being performed.

5 It is recommended that the specifications
6 be approved, with no revisions.

7 COMMISSIONER LYNCH: 4 and 5?

8 PRESIDENT PRICE: 4 and 5.

9 COMMISSIONER LYNCH: I move to approve
10 the specification review for the classification
11 Water Supply and Treatment Coordinator, with no
12 revisions, Job Code 1165.

13 And I move to approve the specification
14 review for the classification 911 Emergency
15 Communication Specialist, with no revisions, Job
16 Code 3005.

17 COMMISSIONER TYLER LEE: Second.

18 PRESIDENT PRICE: All in favor, say
19 "aye."

20 THE COMMISSION MEMBERS: Aye.

21 PRESIDENT PRICE: It has been approved.

22 I will go back, for clarification, to
23 No. 3. There was a motion. There was a second.
24 But I did not say "All in favor." So I want the

1 record to reflect that. So we're going back up to
2 No. 3. The motion has been made. It has been
3 seconded.

4 All in favor, say "aye."

5 THE COMMISSION MEMBERS: Aye.

6 PRESIDENT PRICE: All right. Just for
7 the record's sake.

8 All right. No. 6 and No. 7 shall be
9 combined.

10 Request of the Civil Service Commission
11 staff to revise the specification for the
12 classification Technology Project Manager.

13 No. 7, request of the Civil Service
14 Commission Staff to revise the specification for the
15 classification Senior Technology Project Manager.

16 MS. DYKE: Beth Dyke again, Personnel
17 Analyst, with the staff.

18 The review of these classifications is
19 part of the Civil Service Commission's effort to
20 review all classifications every five years.

21 In conjunction with both classification
22 reviews, several conversations took place between
23 Civil Service staff and the representatives from the
24 Department of Technology to discuss the continued

1 growth and size, number, difficulty and complexity
2 of the information technology projects within the
3 City. To acknowledge such growth, it is proposed to
4 broaden the use of the Senior Technology Project
5 Manager classification. Such revision will allow
6 the department the flexibility to utilize the
7 classification for the assignment and management of
8 difficult and complex information technology
9 projects and/or for maintaining its current purpose
10 of directing and supervising staff engaged in
11 information technology project management.

12 Therefore, it is proposed to revise the
13 definition and add two statements to the "Examples
14 of Work" section to add -- to reflect such
15 expansion. It is also proposed to revise several
16 existing statements within the "Examples of Work"
17 section to update and clarify types of management as
18 related to the supervision of incumbents and the
19 guidance and consultation of staff as related to the
20 technical aspects and administrative constraints
21 associated with such projects.

22 It is further proposed to add a statement
23 to the "Guidelines for Class Use" section in order
24 to clarify the management of difficult and complex

10

1 information technology projects.

2 And with regard to the Technology Project
3 Manager classification, it is proposed to revise the
4 "Definition" to include "implementation" within the
5 list of responsibilities, as incumbents performing
6 duties in this classification do, indeed, implement
7 technology projects.

8 Lastly, it is proposed to revise the
9 language city-wide to read "enterprise," where
10 applicable, throughout both classifications, as this
11 is the preferred language when referencing the
12 organization and its technology infrastructure as a
13 whole.

14 There are no other changes proposed at
15 this time, and it is therefore recommended that the
16 specifications be approved as proposed.

17 PRESIDENT PRICE: Questions?

18 (No audible response.)

19 PRESIDENT PRICE: No?

20 Motion?

21 COMMISSIONER LYNCH: I move to revise the
22 specification for the classification Technology
23 Project Manager, Job Code 0070, and move to revise
24 the specification for the classification Senior

1 Technology Project Manager, Job Code 0071.

2 COMMISSIONER TYLER LEE: Second.

3 PRESIDENT PRICE: All in favor, say
4 "aye."

5 THE COMMISSION MEMBERS: Aye.

6 PRESIDENT PRICE: The motion passed.

7 No. 8, request of the Civil Service
8 Commission staff to revise the specification for the
9 classification Public Health Assistant Commissioner,
10 Medical.

11 MS. DYKE: The review of this
12 classification is part of the Civil Service
13 Commission's effort to review all classifications
14 every five years.

15 A minor revision is proposed to the
16 "Examples of Work" section to update language used
17 within the existing statement.

18 Within the "Minimum Qualifications"
19 section, is proposed to revise the statement
20 "possession of a valid motor vehicle operator's
21 license" to read "possession of a valid driver's
22 license" so that the currently preferred language is
23 utilized.

24 There are no other changes proposed at

12

1 this time, and it is therefrom recommended that the
2 specification be approved as proposed.

3 PRESIDENT PRICE: Questions?

4 (No audible response.)

5 PRESIDENT PRICE: Motion?

6 COMMISSIONER LYNCH: I move to revise the
7 specification for the classification Public Health
8 Assistant Commissioner, Medical, Job Code 0256.

9 COMMISSIONER TYLER LEE: Second.

10 PRESIDENT PRICE: Moved and seconded.

11 All in favor, say "aye."

12 THE COMMISSION MEMBERS: Aye.

13 PRESIDENT PRICE: The motion passes.

14 No. 9, 10 and 11 shall be combined.

15 Thank you, Beth, again. They got you
16 working overtime.

17 No. 9, request of the Civil Service
18 Commission staff to abolish the specification for
19 the classification Public Health Assistant
20 Commissioner, External Affairs, and to amend Rule XI
21 accordingly.

22 No. 10, request of the Civil Service
23 Commission staff to abolish the specification for
24 the classification Public Health Assistant

1 Commissioner, Administrative Services, and amend
2 Rule XI accordingly.

3 No. 11, request of the Civil Service
4 Commission staff to abolish the specification for
5 the classification Public Health Assistant
6 Commissioner, Nursing, and amend Rule XI
7 accordingly.

8 MS. DYKE: The request to abolish these
9 classifications comes due to the recent creation of
10 the classification Public Health Assistant
11 Commissioner. The purpose of the newly created
12 classification is to combine three specific areas of
13 administrative services, external affairs, and
14 nursing into one classification within a unified
15 definition and minimum qualifications.

16 The Public Health Assistant Commissioner,
17 External Affairs, classification was vacant. And
18 the incumbent serving within the Public Health
19 Assistant Commissioner, Nursing and Administrative
20 Services, classification were recently reallocated
21 to the Public Health Assistant Commissioner
22 classification.

23 Therefore, it is recommended that these
24 classifications be abolished as proposed, and

1 Rule XI amended accordingly.

2 PRESIDENT PRICE: Questions?

3 COMMISSIONER TYLER LEE: Just a point of
4 clarification, Mr. Chair, since I'm new.

5 So I know last month we approved the
6 positions. And so is that typically the cadence,
7 you approve the new ones and then get rid of the
8 ones you don't need anymore the following month?

9 MS. DYKE: Yes. Sometimes. Sometimes
10 the department will choose to maintain the
11 classification for a period of time after.

12 COMMISSIONER TYLER LEE: Okay.

13 MS. DYKE: In this case, it was decided
14 that those employees within the existing
15 classification would be reallocated into the new one
16 and the previous classification be abolished.

17 COMMISSIONER TYLER LEE: Thank you.

18 PRESIDENT PRICE: Motion?

19 COMMISSIONER LYNCH: I move to abolish
20 the specification for the classification for Public
21 Health Assistant Commissioner, External Affairs, and
22 amend Rule XI accordingly.

23 I move to abolish the specification for
24 the classification Public Health Assistant

1 Commissioner, Administrative Services, and amend
2 Rule XI accordingly.

3 And I move to abolish the specification
4 for the classification Public Health Assistant
5 Commissioner, Nursing, and amend Rule XI
6 accordingly.

7 COMMISSIONER TYLER LEE: Second.

8 PRESIDENT PRICE: It's been properly
9 moved and seconded. All in favor, say "aye."

10 THE COMMISSION MEMBERS: Aye.

11 PRESIDENT PRICE: The motion passed.

12 12 and 13 will be combined.

13 The request of the Civil Service
14 Commission staff to revise the specification for the
15 classification Information Technology Account
16 Manager.

17 No. 13, request of the Civil Service
18 Commission staff to revise the specification for the
19 classification Information Technology Account
20 Coordinator.

21 MS. DYKE: The review of these
22 classifications is, again, a part of the Civil
23 Service Commission's effort to review all
24 classifications every five years.

1 Through communications with department
2 representatives, it was agreed that information
3 technology services and solutions have become
4 increasingly more complex, and there is a need to
5 establish standards for the policies and benchmarks
6 related to acquisition of information technology
7 services and solutions.

8 It was also agree that, with minor
9 revisions to the Information Technology Account
10 Coordinator classification, it could be utilized to
11 support such duties as information technology
12 solution acquisition and needs and cost analysis.
13 As such, it is proposed to add reference to such
14 duties by revising the "Definitions" and the
15 "Examples of Work" section.

16 With regard to the Information Technology
17 Account Manager classification, it is proposed to
18 broaden the "Minimum Qualifications" by removing the
19 specific coursework requirement as related to the
20 bachelor's degree by stating the language used
21 within the substitution portion of the section
22 related to the required education and generalization
23 the master's degree requirement by removing the
24 specific degree requirement.

17

1 The revisions are proposed to aid the
2 department in recruitment by creating a larger and
3 more diverse applicant pool.

4 There are no other changes proposed at
5 this time. It is therefore recommended that the
6 specifications be approved as proposed.

7 PRESIDENT PRICE: Thank you.

8 Any questions?

9 (No audible response.)

10 PRESIDENT PRICE: Motion, please.

11 COMMISSIONER LYNCH: I move to revise the
12 specification for the classification Information
13 Technology Account Manager and move to revise the
14 specification for the classification Information
15 Technology Account Coordinator.

16 COMMISSIONER TYLER LEE: Second.

17 PRESIDENT PRICE: It is has been moved
18 and seconded. All in favor, say "aye."

19 THE COMMISSION MEMBERS: Aye.

20 PRESIDENT PRICE: The motion carries.

21 No. 14 -- They left your last name off,
22 Beth. It normally says "Beth Dyke."

23 Anyway, moving right along.

24 No. 14, request of the Civil Service

1 Commission staff to revise the specification for the
2 classification Information Technology Security
3 Officer.

4 MS. DYKE: Again, this classification was
5 reviewed as part of the Civil Service effort to
6 review all classifications every five years.

7 There are revisions proposed throughout
8 the specification to revise the duties associated
9 with the rapidly changing technology industry. As
10 such, it is proposed to revise the definition to
11 better reflect specific functions of information
12 security management and information security
13 strategies of the City's IT network.

14 It is important to note that this would
15 not include such department-specific computer
16 networks like SCADA and ICF, as operated within the
17 Departments of Public Utilities and Public Service.

18 Within the "Examples of Work" section, it
19 is proposed to generalize and update several
20 existing statements. And it is also proposed to add
21 two new statements in order to exemplify the duties
22 performed related to information security strategies
23 and enterprise risk management plans.

24 It is recommended that the "Minimum

19

1 Qualifications" be revised to update and clarify the
2 list of qualifying IT security experience.

3 And, lastly, it is proposed to revise two
4 existing knowledge statements within the "Knowledge,
5 Skills and Abilities" section in order to update the
6 security concept, principles, procedures and tools
7 listed.

8 There are no other changes proposed at
9 this time, and it is therefore recommended that the
10 specification be approved as proposed.

11 PRESIDENT PRICE: Thank you.

12 Questions?

13 (No audible response.)

14 PRESIDENT PRICE: Motion?

15 COMMISSIONER LYNCH: I move to revise the
16 specification for the classification Information
17 Technology Security Officer.

18 COMMISSIONER TYLER LEE: Second.

19 PRESIDENT PRICE: It's been properly
20 moved and seconded. All those in favor, say "aye."

21 THE COMMISSION MEMBERS: Aye.

22 PRESIDENT PRICE: The motion carries.

23 No. 15, request of the Civil Service
24 Commission staff to revise the specification for the

1 classification Boiler Operator.

2 MS. DYKE: The review of this
3 classification is part of the Civil Service
4 Commission's effort to review all classifications
5 every five years.

6 There is one minor revision proposed
7 within the "Minimum Qualifications" section. In
8 order to update the specification with the currently
9 preferred language, it is proposed to revise the
10 statement "possession of a valid motor vehicle
11 operator's license" to read "possession a valid
12 driver's license."

13 There are no other changes proposed at
14 this time, and it is therefore recommended the
15 specification be approved as proposed.

16 PRESIDENT PRICE: Questions?

17 (No audible response.)

18 PRESIDENT PRICE: Motion?

19 COMMISSIONER LYNCH: I move to revise the
20 specification for the classification Boiler
21 Operator.

22 COMMISSIONER TYLER LEE: Second.

23 PRESIDENT PRICE: It's been properly
24 moved and seconded. All those in favor, say "aye."

1 COMMISSIONER LYNCH: Aye.

2 PRESIDENT PRICE: Aye.

3 The motion passes.

4 COMMISSIONER TYLER LEE: Aye.

5 PRESIDENT PRICE: I know I'm getting old,
6 but . . .

7 No. 16, request of the Civil Service
8 Commission staff to revise the specification for the
9 classification Maintenance Plumber.

10 MS. DYKE: Again, lastly, the review of
11 this classification is part of the Civil Service
12 Commission's effort to review all classifications
13 every five years.

14 Minor revisions are proposed to the
15 "Examples of Work" section to add duties currently
16 performed, such as performing preventative
17 maintenance on plumbing and related systems and
18 winterizing and dewatering plumbing systems.

19 Within the "Minimum Qualifications"
20 section, it is proposed to revise the statement
21 "possession of a valid motor vehicle operator's
22 license" to the currently preferred language of
23 "possession of a valid driver's license."

24 In the same section, it is proposed to

22

1 add a statement notating that some positions may
2 require a valid State of Ohio Backflow
3 Certification, as some incumbents serving in this
4 classification perform service to both isolation and
5 containment backflow prevention devices, as well as
6 perform regular maintenance, repair and annual
7 testing of such backflow devices.

8 Lastly, it is proposed to add a general
9 knowledge statement regarding state and local
10 plumbing codes to the "Knowledge, Skills and
11 Abilities" section in support of duties which
12 require such general knowledge.

13 There are no other changes proposed at
14 this time, and it is therefore recommended that this
15 specification be approved as proposed.

16 PRESIDENT PRICE: Questions?

17 (No audible response.)

18 PRESIDENT PRICE: Motion?

19 COMMISSIONER LYNCH: I move to revise the
20 specification for the classification Maintenance
21 Plumber.

22 COMMISSIONER TYLER LEE: Second.

23 PRESIDENT PRICE: It's been properly
24 moved and seconded. All those in favor, say "aye."

1 THE COMMISSION MEMBERS: Aye.

2 MS. DYKE: Thank you.

3 PRESIDENT PRICE: The motion carries.

4 Thank you, Beth.

5 No. 17, request of the Civil Service
6 Commission staff to revise specification for the
7 classification Public Health Program Manager III,
8 RN.

9 MS. LITZY-TAYLOR: Good afternoon.

10 Charday Litzy-Taylor, Personnel Analyst with the
11 Civil Service Commission. This review was initiated
12 by Columbus Public Health in order to open up
13 advancement opportunities for employees in the
14 advanced practice registered nurse classification.

15 Currently, the "Minimum Qualifications"
16 require a valid State of Ohio license as a
17 registered nurse or a valid temporary permit to
18 practice nursing issued by the Ohio Board of
19 Nursing, and four years of experience conducting or
20 managing public health services or programming, one
21 year of which involving supervisory experience.

22 As written, employees assigned to the
23 advanced practice registered nurse job
24 classification would have to take a demotion or

24

1 leave the City in order to obtain the one year of a
2 supervisory experience. Therefore, it is
3 recommended that a substitution be added allowing
4 for a valid certificate of authority from the Ohio
5 Board of Nursing to practice nursing as a certified
6 registered nurse anesthetist, clinical nurse
7 specialist, certified nurse midwife or certified
8 nurse practitioner to substitute for the one year of
9 supervisory experience. These certifications give
10 the advanced practice registered nurse the ability
11 to exercise broader oversight and authority in the
12 field of nursing, which would prepare the employee
13 to perform the necessary supervisory functions.

14 No other revisions are proposed to this
15 classification at this time.

16 PRESIDENT PRICE: Thank you, Charday.

17 Questions?

18 (No audible response.)

19 PRESIDENT PRICE: Motion?

20 COMMISSIONER LYNCH: I move to revise the
21 specification for the classification Public Health
22 Program Manager III, RN.

23 COMMISSIONER TYLER LEE: Second.

24 PRESIDENT PRICE: It's been properly

25

1 moved and seconded. All those in favor, say "aye."

2 THE COMMISSION MEMBERS: Aye.

3 PRESIDENT PRICE: The motion passes.

4 18, 19, 20, and 21 -- since we didn't
5 give Beth any water, you don't get any water either.

6 18, 19, 20, and 21 will be combined.

7 18, request of the Civil Service
8 Commission staff to revise the specification for the
9 classification Natural Resources Manager.

10 No. 19, request of the Civil Service
11 Commission staff to revise the specification for the
12 classification Nature Programs Educator.

13 No. 20, request of the Civil Service
14 Commission staff to revise the specification for the
15 classification Nature Programs Developer.

16 No. 21, request of the Civil Service
17 Commission staff to revise the specification for the
18 classification Nature Programs Administrative
19 Manager.

20 MS. LITZY-TAYLOR: The review of these
21 classifications was also part of the Civil Service
22 Commission's efforts to review all classifications
23 every five years.

24 One minor wording revision is proposed

1 within the "Examples of Work" section for both the
2 Natural Resources Manager and Nature Programs
3 Developer classifications.

4 It is recommended that the specific
5 degree field requirement be removed from the
6 "Minimum Qualifications" for Natural Resources
7 Manager, making it easier for applicants with a
8 degree and applicable experience to qualify.

9 Per new Commission policy, reference to
10 the "motor vehicle operator's license" has been
11 revised to read "driver's license" within each
12 specification.

13 And, lastly, the lifeguard certification
14 language on both the Nature Programs Educator and
15 Nature Programs Developer specification has been
16 updated to read "American Red Cross Lifeguard
17 certification."

18 No other revisions are proposed to these
19 specifications at this time.

20 PRESIDENT PRICE: Thank you, Charday.

21 Questions?

22 (No audible response.)

23 PRESIDENT PRICE: Motion?

24 COMMISSIONER LYNCH: I move to revise the

27

1 specification for the classification Natural
2 Resources Manager.

3 I move to revise the specification for
4 the classification Nature Programs Educator.

5 I move to revise the specification for
6 the classification Nature Programs Developer.

7 And I move to revise the specification
8 for the classification Nature Programs
9 Administrative Manager.

10 COMMISSIONER TYLER LEE: Second.

11 PRESIDENT PRICE: It's been properly
12 moved and seconded. All those in favor, say "aye."

13 THE COMMISSION MEMBERS: Aye.

14 PRESIDENT PRICE: The motions pass.

15 No. 22 and 23 shall be combined.

16 Request of the Civil Service Commission
17 staff to revise the specification for the
18 classification Plant Maintenance Electrician I.

19 23, request of the Civil Service
20 Commission staff to revise the specification for the
21 classification Plant Maintenance Electrician II.

22 MS. LITZY-TAYLOR: Again, these
23 classifications are also part of the Civil Service
24 Commission's effort to review all classifications

1 every five years.

2 One minor grammatical revision is
3 proposed to the "Examples of Work" section within
4 the Plant Maintenance Electrician I specification.

5 It is recommended that the specific
6 voltage range requirement within the "Minimum
7 Qualifications" sections for both specifications be
8 removed, as it has proven too cumbersome to be
9 completed on the application. Plus, the experience
10 with high voltage is addressed by having electrical
11 experience in an industrial setting.

12 Also, per new Commission policy, it is
13 recommended that reference to a valid motor vehicle
14 operator's licence be revised to read "valid
15 driver's license."

16 There are no other changes proposed to
17 these specifications at this time.

18 PRESIDENT PRICE: Questions?

19 (No audible response.)

20 PRESIDENT PRICE: Motion?

21 COMMISSIONER LYNCH: I move to revise the
22 specification for the classification Plant
23 Maintenance Electrician I and move to revise the
24 specification for the classification Plant

1 Maintenance Electrician II.

2 COMMISSIONER TYLER LEE: Second.

3 PRESIDENT PRICE: It has been properly
4 moved and seconded. All those in favor, say "aye."

5 THE COMMISSION MEMBERS: Aye.

6 PRESIDENT PRICE: The motions pass.

7 MS. LITZY-TAYLOR: Thank you.

8 PRESIDENT PRICE: Thank you.

9 No. 24, request of the Civil Service
10 Commission staff to revise the specification for the
11 classification Public Health Peer Advocate.

12 MS. BIER: Maggie Bier, Personnel Analyst
13 with the Civil Service Commission.

14 The review of the Public Health Peer
15 Advocate classification is part of the Civil Service
16 Commission's effort to review all classifications
17 every five years.

18 It is recommended to revise the language
19 regard the incident command system team in the
20 "Examples of Work" to fit the current vernacular
21 used in Columbus Public Health.

22 Within the "Guidelines of Class Use," it
23 is also recommended to update "Columbus Public
24 Health Department" to "Columbus Public Health."

30

1 Regarding the "Minimum Qualifications,"
2 it is proposed to revise the language regarding the
3 possession of a valid motor vehicle operator's
4 license to a valid driver's license.

5 There are no other proposed revisions at
6 this time.

7 PRESIDENT PRICE: Thank you, Maggie.

8 Questions?

9 (No audible response.)

10 PRESIDENT PRICE: Motion?

11 COMMISSIONER LYNCH: I move to revise the
12 specification for the classification Public Health
13 Peer Advocate.

14 COMMISSIONER TYLER LEE: Second.

15 PRESIDENT PRICE: It has been properly
16 moved and seconded. All those in favor, say "aye."

17 THE COMMISSION MEMBERS: Aye.

18 PRESIDENT PRICE: The motion passes.

19 No. 25, request of the Civil Service
20 Commission staff to revise the specification for the
21 classification Refuse Collection Operations
22 Coordinator.

23 MS. BIER: Thank you.

24 The review of the Refuse Collection

31

1 Operations Coordinator Classification was initiated
2 at the request of the Department of Public Service.

3 This classification is currently limited
4 to one incumbent by the "Guidelines of Class Use"
5 section. It is proposed to remove this limitation
6 as the Refuse Collection Division is expanding
7 several of their programs and services, such as
8 Keeping Columbus Beautiful and the Container
9 Management program to better service the community.
10 By removing this restriction, the work at the
11 department could be allocated more effectively.

12 Regarding the "Minimum Qualifications,"
13 it is also proposed to revise the language regarding
14 the possession of a valid motor operator's license
15 to a valid driver's license.

16 There are no other proposed revisions at
17 this time.

18 PRESIDENT PRICE: Thank you, Maggie.

19 Questions?

20 (No audible response.)

21 PRESIDENT PRICE: Motion?

22 COMMISSIONER LYNCH: I move to revise the
23 specification for the classification Refuse
24 Collection Operations Coordinator.

1 COMMISSIONER TYLER LEE: Second.

2 PRESIDENT PRICE: It's been properly
3 moved and seconded. All those in favor, say "aye."

4 THE COMMISSION MEMBERS: Aye.

5 PRESIDENT PRICE: The motion carries.

6 No. 26 and 27 shall be combined.

7 Request of the Civil Service Commission
8 staff to revise the specification for the
9 classification Gardener, update the probationary
10 period to 365 days, and amend Rule XI accordingly.

11 No. 27, request of the Civil Service
12 Commission staff to revise the specification for the
13 classification Gardener Supervisor.

14 MS. BIER: Thank you.

15 A review of these classifications is part
16 of the Civil Service Commission's efforts to review
17 all classifications every five years.

18 It is recommended to revise the
19 definition of both of these classifications to
20 include the work being done at the tree nursery.

21 In addition, it is proposed to add
22 several statements and revise several statements to
23 better encompass the scope of work and duties that
24 are being performed in the "Examples of Work" and

1 "Knowledge, Skills and Abilities" sections within
2 both classifications.

3 Regarding the "Minimum Qualifications,"
4 it is proposed within both classification to revise
5 the language regarding the possession of a valid
6 motor vehicle operator's license to a valid driver's
7 license.

8 And lastly, it is recommended to increase
9 the probationary period of the Gardener
10 classification from 270 days to 365 days in order to
11 provide individuals with a reasonable amount of time
12 to learn the various aspects of the job.

13 There are no other proposed revisions at
14 this time. It is therefore recommended that the
15 specifications be revised as proposed and Rule XI
16 amended accordingly.

17 PRESIDENT PRICE: Thank you, Maggie.

18 Questions?

19 (No audible response.)

20 PRESIDENT PRICE: Motion?

21 COMMISSIONER LYNCH: I move to revise the
22 specification for the classification Gardener,
23 update the probationary period to 365 days, and
24 amend Rule XI accordingly.

1 I also move to revise the specification
2 for the classification Gardener Supervisor.

3 COMMISSIONER TYLER LEE: Second.

4 PRESIDENT PRICE: It has been properly
5 moved and seconded. All those in favor, say "aye."

6 THE COMMISSION MEMBERS: Aye.

7 PRESIDENT PRICE: The motion passes.

8 Thank you, Maggie.

9 No. 28 and 29 shall be combined.

10 28, request of the Civil Service
11 Commission staff to abolish the specification for
12 the classification Office of Diversity and Inclusion
13 Executive Director, Secretary (U).

14 29, request of the Civil Service
15 Commission staff to abolish the specification for
16 the classification Education Director (U).

17 MS. LAGEMANN: Carol Lagemann, Personnel
18 Analyst with the Civil Service Commission.

19 In January of 2022, a more generalized
20 classification for executive leadership in the
21 Mayor's Office was proposed and created. It was
22 titled the Executive Director, Office of the Mayor,
23 Unclassified.

24 With that new classification created, and

35

1 with vacancies now in the two older classifications,
2 it is proposed that the Office of Diversity and
3 Inclusion Executive Director, Unclassified, and the
4 Education Director, Unclassified, classifications be
5 abolished as proposed.

6 PRESIDENT PRICE: Questions?

7 (No audible response.)

8 PRESIDENT PRICE: You're familiar with
9 this.

10 COMMISSIONER TYLER LEE: I am. I don't
11 have any questions, Mr. Chairman.

12 PRESIDENT PRICE: Okay. I have
13 questions. Because I'm familiar that they existed.
14 So the reason why they are being abolished is it
15 falls under a new something?

16 COMMISSIONER TYLER LEE: Are you asking
17 me, Mr. Chairman? I believe so. But we should ask
18 the expert.

19 PRESIDENT PRICE: It's nice to have a
20 former member of the Mayor's Office.

21 COMMISSIONER TYLER LEE: I do believe
22 that is what it is. I'm a little rusty at the
23 moment.

24 PRESIDENT PRICE: Okay. Well, I will

1 punt it to you.

2 MS. LAGEMANN: Well, that's fine.

3 So, yes. In January, we created a more
4 generalized classification that will allow for
5 executive leadership to be in one classification so
6 we're not constantly creating for different programs
7 as they come up. So this will allow them to use one
8 classification for multiple different areas.

9 COMMISSIONER TYLER LEE: That's what I
10 thought.

11 PRESIDENT PRICE: No more questions?

12 (No audible response.)

13 PRESIDENT PRICE: Motion, please.

14 COMMISSIONER LYNCH: I move to abolish
15 the specification for the classification Office of
16 Diversity and Inclusion Executive Director,
17 Secretary (U), and move to abolish the specification
18 for the classification Education Director (U).

19 COMMISSIONER TYLER LEE: Second.

20 PRESIDENT PRICE: It's been properly
21 moved and seconded. All in favor, say "aye."

22 THE COMMISSION MEMBERS: Aye.

23 PRESIDENT PRICE: The motion carries.

24 No. 30, request of the Civil Service

37

1 Commission staff to revise the specification for the
2 classification Sewer Telemonitoring Supervisor.

3 MS. LAGEMANN: Carol Lagemann again,
4 Personnel Analyst with Civil Service.

5 The review of this classification is part
6 of our effort to review all classifications every
7 five years.

8 Within the "Minimum Qualifications," it
9 is proposed to allow for possession of the Pipeline
10 Assessment and Certification Program certificate
11 from the National Association of Sewer Service
12 Companies to substitute for six months of the
13 required experience and to then also update language
14 describing the driver's license.

15 Within the "Examples of Work,"
16 rearranging some statements, adding a statement
17 about using tracking systems, forward inspection
18 work and including mention of the liaison activities
19 required of the supervisor to ensure those impacted
20 by sewer inspections are kept in proper
21 communication are proposed.

22 It is recommended this classification be
23 approved as proposed.

24 PRESIDENT PRICE: Questions?

1 (No audible response.)

2 PRESIDENT PRICE: Motion?

3 COMMISSIONER LYNCH: I move to revise the
4 specification for the classification Sewer
5 Telemonitoring Supervisor.

6 COMMISSIONER TYLER LEE: Second.

7 PRESIDENT PRICE: It has been properly
8 moved and seconded. All those in favor, say "aye."

9 THE COMMISSION MEMBERS: Aye.

10 PRESIDENT PRICE: The motion carries.

11 31, request of the Civil Service
12 Commission staff to revise the specification for the
13 classification of Planner II.

14 MS. LAGEMANN: Carol Lagemann, presenting
15 on behalf of Tammy Rollins for the Civil Service
16 Commission.

17 The review of this classification is by
18 request of the Department of Development.

19 Updates to the Planner II classification
20 within the "Minimum Qualifications" are intended to
21 broaden the applicant pool. Proposed qualifications
22 would allow two paths for applicants to be deemed
23 minimally qualified. The most significant of the
24 proposal is allowing a master's degree in city and

1 regional planning or closely related field to be a
2 sole qualifier. Currently, individuals with a
3 master's degree need to be hired as a Planner I, the
4 learning classification, for one year before being
5 promoted to Planner II.

6 Since many master's programs are
7 including practical experience in progress to the
8 master's degree, it is proposed to allow the
9 master's degree to satisfy the minimum
10 qualifications on its own as to one path.

11 And then the second path is being -- the
12 second path to be considered minimally qualified is
13 the more typical path, which might include the
14 bachelor's degree and two years of professional
15 planning related experience. For that secondary
16 path, it is now proposed that an internship or other
17 learning experience could also be accepted, with the
18 understanding that those internships are intended to
19 provide preparation and readiness to be a fully
20 skilled planner. Currently as written, internship
21 experience would not have been credited as
22 professional experience. However, this proposal
23 allows that experience to be qualifying because of
24 its learning nature and it being similar to the

1 Planner I experience.

2 It is therefore recommended the
3 classification be approved as proposed.

4 PRESIDENT PRICE: Thank you.

5 Questions?

6 (No audible response.)

7 PRESIDENT PRICE: Motion?

8 COMMISSIONER LYNCH: I move to revise the
9 classification of Planner II.

10 COMMISSIONER TYLER LEE: Second.

11 PRESIDENT PRICE: It has been properly
12 moved and seconded. All those in favor, say "aye."

13 THE COMMISSION MEMBERS: Aye.

14 PRESIDENT PRICE: The motion carries.

15 No. 32, residency hearing reviews, none
16 submitted.

17 No. 33, background removals, none
18 submitted.

19 No. 34, other administrative reviews --
20 I'm sorry -- other administrative/jurisdictional
21 reviews.

22 All right. A review and approval to
23 dismiss the appeal filed June 22, 2022, regarding
24 denied RFR for Mark Gerhart, Appeal No. 22-CA-0009.

1 Civil Service Commission staff determined the
2 minimum qualification for Engineering Associate III
3 were not met. There is no motion required. The
4 recommendation of the Commission to dismiss the
5 appeal has been adopted and approved.

6 With that, we have completed the agenda,
7 and we are adjourned. Thank you.

8 - - -

9 And, thereupon, the proceeding was
10 concluded at approximately 1:22 p.m.

11 - - -

12

13

14

15

16

17

18

19

20

21

22

23

24

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24

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

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 25th day of July, 2022, and transcribed from my stenographic notes.

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

My Commission Expires: July 15, 2024

Larry Price, President

08/29/2022

Date