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CITY OF NORTH CANTON, OHIO
CIVIL SERVICE COMMISSION

IN RE:)
)
Civil Service)
Commission Meeting) TRANSCRIPT OF PROCEEDINGS
)

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Transcript of Proceedings before the North Canton
Civil Service Commission, taken before me, the
undersigned, Anika W. Patrick, a Registered Merit
Reporter, Certified Realtime Reporter and Notary Public
in and for the State of Ohio, at the offices of North
Canton City Hall, 145 North Main Street, North Canton,
Ohio, on Thursday, May 30, 2019, at 7:59 a.m.

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APPEARANCES:

Jordan Greenwald, Member

Arthur Brakus, Member

Catherine A. Farina, Deputy Director
Administration & Development

Linda Millis, Secretary

Fire Chief John Bacon

Police Chief John Minock

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1 MR. GREENWALD: Do we need to introduce
2 Linda as the new clerk? Secretary of the
3 Civil Service Commission?

4 MS. FARINA: Yes.

5 MR. GREENWALD: Okay. Welcome, Linda.

6 MR. BRAKUS: Welcome.

7 MR. GREENWALD: Is -- we need a motion to
8 approve the minutes from the May 3rd, 2018
9 meeting.

10 MR. BRAKUS: Make a motion.

11 MR. GREENWALD: Second?

12 MR. BRAKUS: Aye.

13 MR. GREENWALD: Aye.

14 MS. FARINA: Did you do a roll in here?
15 You should do a roll also.

16 MR. GREENWALD: Roll call.

17 MR. BRAKUS: Art Brakus.

18 MR. GREENWALD: Jordan Greenwald. Oh,
19 Chief, welcome at 8:02.

20 POLICE CHIEF MINOCK: I'm showing 8:01.

21 MR. GREENWALD: Is that an iPhone or is
22 that a Samsung?

23 POLICE CHIEF MINOCK: That's an iPhone.

24 MR. GREENWALD: Okay. Is there a motion
25 to approve the retention of Clancy &

1 Associates for administering and proctoring
2 exams?

3 MR. BRAKUS: I'll motion.

4 MR. GREENWALD: Second?

5 MR. BRAKUS: Aye.

6 MR. GREENWALD: Aye.

7 MS. FARINA: Approved.

8 MR. GREENWALD: We need to establish test
9 dates for the following exams: police chief,
10 police sergeant, police lieutenant,
11 dispatcher entry, police entry, and fire
12 entry. Do you have dates, Cathy?

13 MS. FARINA: I do not right now.

14 MS. MILLIS: Dates. We have time frames
15 that we've love to do?

16 POLICE CHIEF MINOCK: Pretty much in that
17 order, but --

18 MR. GREENWALD: I mean, you're not going
19 to do them all at the same time?

20 POLICE CHIEF MINOCK: No.

21 MR. GREENWALD: And there's no reason to
22 do one versus the other? I mean, there's no
23 scheduling. You don't -- you can do them all
24 sort of simultaneously because you don't need
25 to -- there's not a linear process for it?

1 POLICE CHIEF MINOCK: Well, there kind of
2 is just because of the way the vacancies are
3 probably going to shape up. And we have a
4 current entry level list, so that one I would
5 rather wait because we have a couple
6 candidates on there that we could use.

7 So if that one is fall or so or late
8 summer, early fall, that's fine, but the
9 other ones I'd like to have in place just
10 because those lists are expired already.

11 MR. GREENWALD: Okay. So as far as
12 setting the dates, if we're setting dates, do
13 you have date ideas?

14 MS. FARINA: When do you want to start?

15 POLICE CHIEF MINOCK: We'd have to work
16 that out with Clancy.

17 FIRE CHIEF BACON: Clancy has to make
18 that decision.

19 MR. GREENWALD: Yeah, but historically
20 we've generally done it on a Saturday from X
21 to Y. And we have enough advanced notice at
22 this point to at least figure out if we're
23 going to do it in mid-September.

24 MS. MILLIS: I thought you wanted a
25 little bit earlier.

1 POLICE CHIEF MINOCK: Yeah, promotional
2 ones need to be as soon as they can schedule
3 them.

4 MS. FARINA: Okay. So we need to contact
5 Clancy and get as soon as they can schedule
6 and just start scheduling.

7 MR. GREENWALD: But don't we then have to
8 approve that date once Clancy gives us that
9 date? So wouldn't we theoretically need to
10 do another meeting to set that official date?

11 MS. FARINA: We would then, yeah, so we
12 need to contact --

13 MR. GREENWALD: So basically what we're
14 making a motion on is you scheduling the
15 times -- or getting the times from Clancy to
16 schedule those dates?

17 MS. FARINA: Right. Contact Clancy to
18 schedule dates, and then we'll have to have a
19 subsequent meeting to approve those dates.

20 MR. GREENWALD: Correct. Is there a
21 motion to authorize Cathy to contact Clancy
22 to organize the dates for the police chief,
23 police sergeant, police entry, dispatch
24 entry, police entry, and fire entry exams?

25 POLICE CHIEF MINOCK: And lieutenant.

1 MR. GREENWALD: Did I do that? I left
2 out lieutenant?

3 MR. BRAKUS: Motion.

4 MR. GREENWALD: Second?

5 MR. BRAKUS: Aye.

6 MR. GREENWALD: Aye.

7 MS. FARINA: Just one amendment. Linda
8 is the secretary. She'll contact Clancy.

9 MR. GREENWALD: Excellent. Perfect. Is
10 there a motion to establish the reference
11 materials for the above exams? The Sergeants
12 Test Manual, Updated, EMS Protocols and
13 Procedures and Manuals, Updated.

14 FIRE CHIEF BACON: No. Stop. Correct
15 that. That's an entrance exam, so it's
16 general knowledge on the entrance exam.

17 MR. GREENWALD: For the EMS?

18 FIRE CHIEF BACON: For the fire, yep.

19 MR. GREENWALD: Okay.

20 FIRE CHIEF BACON: The only time we use
21 protocols and everything is for captain. So
22 all we --

23 MR. GREENWALD: So we're striking
24 protocols and procedures and general
25 knowledge.

1 FIRE CHIEF BACON: It's just general
2 knowledge entrance.

3 MR. GREENWALD: Okay. The North Canton
4 Police Department Policy and Procedures Use
5 of Force, Rules and Regulations, Updated.
6 Good?

7 POLICE CHIEF MINOCK: Except for the same
8 situation, the entry level would just be
9 general knowledge.

10 MR. GREENWALD: All right. And the
11 Police Pocket Handbook, Current. Is that
12 good?

13 POLICE CHIEF MINOCK: Current.

14 MR. GREENWALD: Do you have a copy of the
15 police pocket handbook? I'd sort of like to
16 see that.

17 POLICE CHIEF MINOCK: There are some
18 downstairs. I don't have one on me. Not in
19 my pocket.

20 MR. GREENWALD: You keep the Constitution
21 there.

22 POLICE CHIEF MINOCK: It's all up here.
23 (Indicating.)

24 MS. FARINA: That's why he's the chief.

25 MR. GREENWALD: Understood. So is there

1 a motion to establish those required
2 reference manuals?

3 MR. BRAKUS: Motion.

4 MR. GREENWALD: Second?

5 MR. BRAKUS: Aye.

6 MR. GREENWALD: Aye. And then, Chief,
7 you wanted to vote for change or discuss the
8 change in requirement for sergeant
9 eligibility for one year?

10 POLICE CHIEF MINOCK: Yes. The way it
11 has been is three years, three years, three
12 years. And in the way I see things shaping
13 out and just as a --

14 MR. GREENWALD: Three years at the prior
15 rank?

16 POLICE CHIEF MINOCK: At the prior rank.
17 And you missed some good candidates because
18 of that. We've had people as patrolmen would
19 have been a better sergeant or lieutenant
20 than the people that have been in those
21 positions for years. So once they have a
22 grasp of the job, which --

23 MR. GREENWALD: You want to use your
24 discretion, basically?

25 POLICE CHIEF MINOCK: Yeah, or, you know,

1 the mayor's discretion, administration's
2 discretion. Because sometimes it's painfully
3 obvious that that's the right choice but
4 they're locked out of the test. And because
5 it's a two-year testing cycle, you can be
6 talking about four or five years by the time
7 there's two tests given. And, you know,
8 that's a pretty good portion of time when you
9 look at the progression of personnel, you
10 know.

11 We have people retire and move on, and
12 then you have somebody that misses that test
13 because they've only been in that position
14 for a year and a half or two years instead of
15 three. Somebody gets that position that has
16 15 years to go, you know, I don't want to say
17 you're stuck with them, but, you know, if
18 there was a better option, I'd rather have
19 the option.

20 MR. GREENWALD: Okay. So --

21 MR. BRAKUS: Barring competition from
22 other police forces, too.

23 MR. GREENWALD: For the talent.

24 POLICE CHIEF MINOCK: Sometimes. We
25 haven't experienced that so much right now.

1 We've lost a few people, but we try to keep
2 our environment good enough that it retains
3 our people that we want to keep.

4 MR. GREENWALD: So we need to -- we need
5 to vote on that change and that's all good?

6 MS. FARINA: You recommend one year?

7 MR. GREENWALD: There's no problem from a
8 legislative or governmental standpoint having
9 the three versus one year, I would assume?

10 POLICE CHIEF MINOCK: No. Those are all
11 in-house rules.

12 MR. GREENWALD: Okay. So is there a
13 motion to change the requirement for
14 eligibility -- sergeant eligibility from
15 three years to one year?

16 MR. BRAKUS: Motion.

17 MR. GREENWALD: Second?

18 MR. BRAKUS: Aye.

19 MR. GREENWALD: Aye.

20 POLICE CHIEF MINOCK: And that's to go
21 from sergeant to lieutenant, not --

22 MR. GREENWALD: Okay. Do I need to amend
23 that from sergeant? Is there a motion to
24 amend the motion from sergeant to lieutenant?

25 MR. BRAKUS: Motion.

1 MS. FARINA: Sergeant to lieutenant exam,
2 correct.

3 MR. BRAKUS: I think that's what's
4 spelled out, isn't it?

5 MR. GREENWALD: I do have lieutenant on
6 there, but that's fine.

7 MR. BRAKUS: Motion.

8 MR. GREENWALD: Second?

9 MR. BRAKUS: Aye.

10 MR. GREENWALD: Aye. Is there a motion
11 to adjourn at 8:09 on May 30th?

12 MR. BRAKUS: Motion.

13 MR. GREENWALD: Second?

14 MR. BRAKUS: Aye.

15 MR. GREENWALD: Aye.

16

17 (The proceedings were concluded at 8:09 a.m.)

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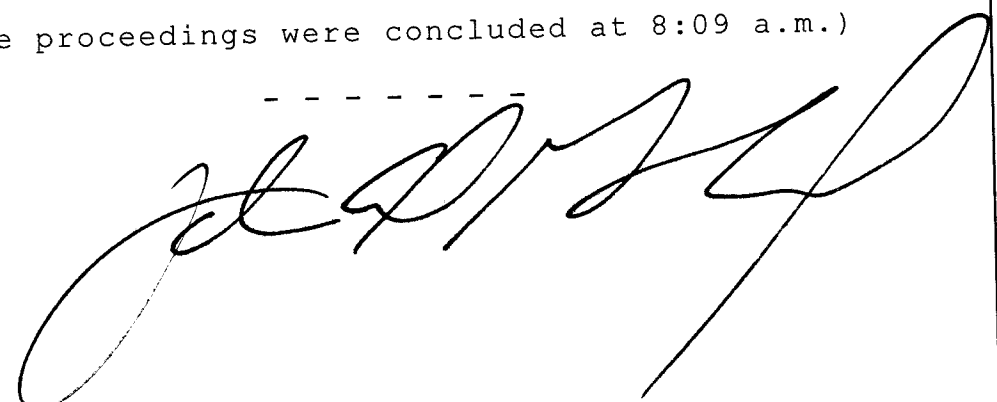
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C E R T I F I C A T E

STATE OF OHIO,)
) SS:
SUMMIT COUNTY.)

I, Anika W. Patrick, a Registered Merit Reporter, Certified Realtime Reporter and Notary Public within and for the State of Ohio, duly commissioned and qualified, do hereby certify that these proceedings were taken by me and reduced to Stenotype, afterwards prepared and produced by means of Computer-Aided Transcription, and that the foregoing is a true and correct transcription of the proceedings so taken as aforesaid.

I do further certify that these proceedings were taken at the time and place in the foregoing caption specified, and was completed without adjournment.

I do further certify that I am not a relative, employee of or attorney for any party or counsel, or otherwise financially interested in this action.

I do further certify that I am not, nor is the court reporting firm with which I am affiliated, under a contract as defined in Civil Rule 28(D).

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office at Akron, Ohio, this 2nd day of June, 2019.



Anika W. Patrick, RMR, CRR & Notary Public
My commission expires March 13, 2020



Anika W. Patrick,
Notary Public, State of Ohio
My Commission Expires 3/13/20

