

Meeting of the Lakewood Civil Service Commission  
Held in Law Department's Conference Room  
Municipal Building  
12650 Detroit Avenue  
January 10, 2019, 5:00 p.m.

Meeting called to order at 5:02 p.m.

I. Present: Commissioners, Ken Kowalski, Maria Shinn and Lori Petti, secretary,  
Jeannine Petrus

Also present: Jen Mladek, Asst. Law Director, Jean Yousefi, HR Director, Chief Malley,  
Chief Gilman

**II. Nomination and appointment to serve as President for the year 2019**

Motion by Ms. Shinn second by Mr. Kowalski to open the nominations for President in  
accordance with Article 1 of the City of Lakewood Civil Service Rules and Regulations.  
Ayes: 3 Nays: 0

Motion by Mrs. Petti second by Ms. Shinn to nominate Mr. Kowalski to serve as  
president of the commission for the year 2019.  
Ayes: 3 Nays: 0

Roll call on nomination of Mr. Kowalski for President of the Commission.  
Kowalski- yes  
Shinn- yes  
Petti- yes

Mr. Kowalski is elected to serve as President of the Commission for the year 2019.

**Appointment of a Secretary to the Civil Service Commission**

Motion by Mr. Kowalski second by Ms. Petti to appoint Mrs. Petrus to serve as the  
secretary to the Civil Service Commission for the year 2019 in accordance with Article 1  
of the City of Lakewood Civil Service Rules and Regulations.  
Ayes: 3 Nays: 0

III. Reading and disposal of the minutes from the regular meeting held on December  
6, 2018.

Motion by Mr. Kowalski second by Mrs. Petti to approve the minutes from December 6,  
2018 without the necessity of a reading.  
Ayes: 3 Nays: 0

IV. Old Business. None

V. New Business

1. Request to remove 2 candidates from the police eligible list.

Review of the reports submitted by Chief Malley regarding the candidates Personal History Questionnaire, back ground check and polygraph examination.

Motion by Mrs. Petti second by Ms. Shinn to remove Michael Maroun from the patrol officer eligible list in accordance with Article 5, Section 505 (C) of the Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

Motion by Mr. Kowalski second by Mrs. Petti to remove Joseph Hunter from the patrol officer eligible list in accordance with article 5, Section 505 (C) of the Civil Service Rules and Regulations.

Ayes: Nays:

2. Certification of the Firefighter Eligible List

The scores and scoring procedures were reviewed.

Motion by Ms. Shinn second by Ken Kowalski to certify the Firefighter Eligible list to be in effect until January 10, 2020 in accordance with Article 5 of the Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

3. Discussion regarding holding Fire promotional examinations.

Chief Gilman reported that he will be retiring and this will necessitate a promotional exam for the position of Chief and one other position. Mrs. Petrus to work with Finance to get the RFP process going.

Motion by Mrs. Petti second by Ms. Shinn to hold Fire Department promotional examinations for the position of Fire Chief and/or Assistant Fire Chief or Fire Marshall in accordance with Articles 4 and 7 of the Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

4. Request to consider a change to the Civil Service Rules and Regulations to require a 6 month probationary period.

Discussion between Mrs. Yousefi and the commissioners. This is an administration request and would apply to new civil service employees and would not include fire,

police or promotional appointments in the divisions of police and fire as those are otherwise provided for in the collective bargaining agreements. The commissioners would like some data on other cities that use such a long probationary period. Mrs. Petti indicated that as long as there is a robust selection and onboarding process that a longer probationary period should not be needed. Ms. Shinn agrees that this seems to be an excessively long period. Mrs. Petti also indicated that this might be something that would be a disincentive for applicants. Mrs. Yousefi will gather some data to present to the commissioners.

Motion by Ms. Shinn second by Mr. Kowalski to adjourn the meeting.

Meeting adjourned at 5:36 p.m.

2-21-19  
Date

K.J. Kowalski  
President

Gamine Petrus  
Secretary