

Meeting of the Lakewood Civil Service Commission  
Held in Law Department's Conference Room  
Municipal Building  
12650 Detroit Avenue  
April 11, 2019, 5:00 p.m.

Meeting called to order at 5:00 p.m.

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

Also present: Jen Mladek, Asst. Law Director, Jean Yousefi, HR Director, Capt. Sprague, Det. Leanza, Kevin McCarthy

I. Reading and disposal of the minutes from the regular meeting held on March 14, 2019.

Motion by Mr. Kowalski second by Ms. Shinn to approve the minutes from March 14, 2019 without the necessity of a reading.

Ayes: 3 Nays: 0

II. Old Business. None

III. New Business

1. Request to be reinstated to the police eligible list after disqualification.

Mr. McCarthy stated the reasons that he felt he should be reinstated to the eligible list. Det. Leanza went over the polygraph process along with the pre-questionnaire that is done prior to the person being connected to the machine. He explained the contradictions from the Personal History Questionnaire that was filled out online verses the questions that he asked prior to the actual polygraph. The commissioners decided to enter executive session to ask some specific questions regarding the polygraph. Mr. McCarthy was asked to wait in the Law Department in case the commissioners had any further questions.

Motion by Ms. Shinn second by Mr. Kowalski to enter executive session.

Mr. Kowalski- yes

Mrs. Petti- yes

Ms. Shinn- yes

We are now back in open session at 5:55 p.m. There were no further questions of Mr. McCarthy and he was told he could leave.

Motion by Ms. Shinn second by Mr. Kowalski to deny the request of Kevin McCarthy for reinstatement to the patrol officer eligible list in accordance with Article 5, Section 505 (A) of the Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

2. Recommendations for the Fire Chief Promotional Assessment.

Mrs. Petrus explained to the commission that the city had met with PRADCO for the Fire Chief testing and they recommend a minimum score of 75 as did the Chief and Mayor. Since there will be minimal number of candidates filing an application for the assessment, Mrs. Petrus asked that the posting be limited to 8 days beginning April 12.

Motion by Mr. Kowalski second by Mrs. Petti to recommend a passing score of 75 to be placed on the eligible list and to post the exam notice for a period of 8 days beginning April 12, 2019 in accordance with Articles 4 and 7 of the Civil Service Rules and Regulations

Ayes: 3 Nays: 0

3. Request to amend the job descriptions for the positions of City Planner I, City Planner II, Programs Manager and Development Officer in the Department of Planning and Development.

Mrs. Yousefi explained the changes. Human Resources is currently reviewing all city position job descriptions. She will be bringing more amendments to the commission for review as they are completed. They are meeting with each employee that holds the position currently for suggested amendments and then with the department head for their approval.

Motion by Mrs. Petti second by Ms. Shinn to approve the amendments to the job descriptions for the positions of City Planner I, City Planner II, Programs Manager and Development Officer in accordance with Article 2 of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

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

Meeting adjourned at 6:05 p.m.

May 9, 2019  
Date

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President

Jannine A. Petrus  
Secretary