

Special Meeting of the Lakewood Civil Service Commission
Held in Law Department's Conference Room
Municipal Building
12650 Detroit Avenue
October 18, 2018, 8:00 a.m.

Meeting called to order at 8:04 a.m.

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

Also present: Kevin Butler Law Director, Jean Yousefi, HR Director, Andrew Fleck, Asst. Law Director, Chief Malley, Duane Brown, Kevin Fischer, William Albrecht and William Deucher.

Motion by Mr. Kowalski second by Ms. Shinn to excuse Mrs. Petti from the meeting this morning due to a conflict.

Ayes: 2 Nays: 0

II. Old Business
None

III. New Business

1. Request to take the Police Lieutenant examination

Oath was signed by the Sergeants in attendance in anticipation of participating in the discussion. Mrs. Petrus started off by giving a synopsis of what took place on September 22nd. Upon my arrival to the test site, many of the remaining candidates started discussing how quickly the written exams could be rescheduled. Mr. Lobello reviewed his schedule and indicated his availability. While conversations continued in the Auditorium, the 4 remaining Sergeants retreated to the East Conference Room to see if they could come up with a date that all 6 candidates could attend. Once they settled on a date, they confirmed with Mr. Lobello that he would be available and then talked with Mrs. Petrus. Since she was told that all 6 candidates agreed on a unanimous date Mrs. Petrus indicated that she would check on the availability for a testing room and email the Lieutenant candidates to confirm. Sgt's Fischer, Albrecht and Deucher all briefly spoke about the process of how they came up with a unanimous date. Sgt. Brown then asked some questions and restated part of his emails to Mrs. Petrus after the email Mrs. Petrus sent for the rescheduled date. He stated that the Civil Service Rules were not followed as to the notice requirements. Mrs. Petrus indicated that she felt the notice rule was for public notice and asked that Director Butler please correct her if her interpretation was incorrect. Mr. Butler then explained the roles of the people present and then spoke to the rule and city ordinance regarding public notice. He indicated that in this particular case as with all promotional exams and postings- this is an internal process that there is no need to post this publicly in a newspaper of general circulation. Sgt. Brown disagreed and stated that he continued to feel the rules were not followed. He inquired as to how many days were between the posting and the Sergeant rescheduled examination and then stated that the rules were followed in that case. Mrs. Petrus was asked to state how the Sergeant candidates exam was rescheduled. She indicated that the date of October 10th was the first date that both herself and the test company were available in that case, there were 34 candidates that

needed to be notified. Mr. Kowalski asked if the 6 Lieutenant candidates had not unanimously agreed to the date what would have been done. Mrs. Petrus stated that she would have gone back to the drawing board with Mr. Lobello and schedule a date then bring that to the commission.

Motion by Ms. Shinn second by Mr. Kowalski to deny Sgt. Brown's request to take the exam in accordance with the City of Lakewood Civil Service Rules and Regulations.

Ayes: 2 Nays: 0

2. Review and rule on the protested questions for the Police Sergeant Promotional examination.

The agenda was published prior to the deadline to review the examination questions and submit any protests. No protests were submitted. Therefore this agenda item is moot.

3. Certification of the eligible list for the position of Police Lieutenant.

Mrs. Petrus explained the formulas that were used in an excel spreadsheet and that the scores were double checked. Both Ms. Shinn and Mr. Kowalski also double checked the scores. No errors were noted.

Motion by Mr. Kowalski second by Ms. Shinn to certify the Police Lieutenant eligible list to be in effect through October 18, 2020 in accordance with Article 5, Section 502B of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 2 Nays: 0

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

Meeting adjourned at 8:45 a.m.

11/8/18
Date

K.J. Kowalski
President

Jannine A. Petrus
Secretary