

Meeting of the Lakewood Civil Service Commission  
Held in Law Department's Conference Room  
Municipal Building  
12650 Detroit Avenue  
November 8, 2018, 5:00 p.m.

Meeting called to order at 5:03 p.m.

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

Also present: Jean Yousefi, HR Director, Kevin Butler, Law Director

- I. Reading and disposal of the minutes from the regular meeting held October 4, 2018 and special meetings held on September 26 and October 18, 2018.

Motion by Mr. Kowalski second by Mrs. Petti to approve the minutes of October 4, 2018 without the necessity of a reading.

Ayes: 2 Nays: 0 Abstain: 1

Motion by Mr. Kowalski second by Ms. Shinn to approve the minutes of September 26, 2018 and October 18, 2018 without the necessity of a reading.

Ayes: 2 Nays: 0 Abstain: 1

- I. Old Business  
None

- II. New Business

1. Request to substitute alternative Physical Agility results in place of the Tri-C physical agility certificate.

In a past meeting the commission voted to allow for any branch of the military fitness test as long as it fell within 1 year of the exam. There are three requests on this agenda to accept an alternative physical fitness assessment. The fitness assessment requirements and results presented to the commission exceed the requirements of the Tri-C Physical Agility. The commission members did not see any reason why the results currently before them could not be substituted for the Tri-C agility certificate.

Motion by Mr. Kowalski second by Ms. Shinn to approve the requests of Nicholas Cistone, Andrew Majercik and David Padilla to substitute an alternative Physical Agility result in place of the Tri-C Physical Agility certificate as long as the results are within the guidelines set forth for the Tri-C Physical Agility test.

Ayes: 3 Nays: 0

2. Certification of the Police Officer eligible list

The scoring and formulas were explained by Mrs. Petrus. The commissioners and Mrs. Yousefi spot checked the scores. No errors were found therefore a motion to certify was called.

Motion by Mr. Kowalski second by Mrs. Petti to certify the eligible list for the position of Police Officer to be in effect for 1 year in accordance with Article 5, sections 501 & 502 of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

3. Certification of the Police Sergeant eligible list

Ms. Shinn reported that she checked all of the results and there were no errors.

Motion by Ms. Shinn second by Mr. Kowalski to certify the eligible list for the position of Police Sergeant to be in effect for 2 years in accordance with Article 5, sections 501 & 502 with the City of Lakewood Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

4. Request to amend the job description for the position of Building Commissioner and to hold a non-competitive examination.

Mrs. Yousefi explained the changes and the reason the changes would be needed. The City Architect that served as the Chief Building Official resigned and the job description had not been revised since 2000 and there have been changes at the State level that made it necessary to update the job description. The job has been posted internally and a non-competitive examination would need to be conducted.

Motion by Ken Kowalski second by Mrs. Petti to approve the amendments to the job description for the position of Building Commissioner and hold a non-competitive examination in accordance with Articles 2 and 4 of the City of Lakewood Civil Service Rules and Regulations.

Ayes: 3 Nays: 0

5. Request for non-competitive examination for the position of City Planner I

Mrs. Yousefi explained that this would be an internal promotion and the staffing level in the department would not change.

Motion by Mrs. Petti second by Mr. Kowalski to approve the non-competitive examination for the position of City Planner I in accordance with Article 4 of the City of Lakewood Civil Service Rules and Regulations.

Motion by Ms. Shinn second by Mrs. Petti to adjourn the meeting.

Meeting adjourned at 5:50 p.m.

12-6-18  
Date

K.J. Kowalski  
President

Jeannine Petrus  
Secretary