



**CIVIL SERVICE COMMISSION
MINUTES OF FEBRUARY 14, 2023**

The meeting of the Westlake Civil Service Commission was called to order by Chairman Kucler at 8:01 a.m.

Members Present: Dennis Kucler, Claudia Dillinger, Tim Sullivan
Also Present: Clerk of Commissions Nicolette Sackman, Assistant Law Director Robin Leasure,
Police Chief Kevin Bielozer

Election of Officers

Motion: Chairman Kucler moved, seconded by Ms. Dillinger to elect Mr. Kucler as Chairman and Ms. Dillinger as Vice Chairman.

Roll Call: Ayes, Kucler, Dillinger, Sullivan; Nays: None, motion passed

Approval of Minutes

Motion: Chairman Kucler moved, seconded by Ms. Dillinger to approve the 10/21/22 minutes.

Roll Call: Ayes, Kucler, Dillinger, Sullivan; Nays: None, motion passed

Police Entry Eligibility List Removal of Name

Chairman Kucler advised a request was received from Chief Bielozer to remove Christopher Woodruff for cause. Mr. Woodruff has been unresponsive to communications from the police department. Per:

Rule VIII Eligibility Lists: Section 4. Names Not To Be Certified

The name of any person appearing on an eligibility list shall not be certified for appointment if he/she:

- (a) Fails to report for an interview at the request of the Police or Fire Chief or the appointing authority, or if unable for good cause to attend such an interview, fails to arrange for an interview to take place within six days (Sundays and holidays excluded) from the date of the originally scheduled interview.*

Motion: Chairman Kucler moved, seconded by Ms. Dillinger to removed Christopher Woodruff from the eligibility list.

Roll Call: Ayes, Kucler, Dillinger, Sullivan; Nays: None, motion passed

Miscellaneous

Chairman Kucler advised that there will be a future request to amend the rules to allow candidates that have not received their certification as a State of Ohio Level II Firefighter and a State of Ohio EMT-Paramedic to be able to take the exam. However, to be hired they need to have obtained certification. Potential candidates are unable to take the exam due to the certification rule but may obtain it prior to potential hire. Council is currently discussing amending the administrative code to remove all language

as to qualifications for police and fire thereby allowing Civil Service to make its own rules regarding qualifications of police and fire candidates, including age, certifications and physical fitness. This came up as the fire chief asked that the codified ordinances be amended so that the Firefighter and Paramedic certifications only be required at time of hire and not at the time of the exam. Currently, the Civil Service rules are silent on this issue so if it was removed from the codified ordinances, the Commission would want to add it into its rules. No action by the Commission can be taken until Council decides. A future meeting will be scheduled once the Mayor has sent the request.

Meeting adjourned at 8:10 a.m.

Dennis Kucler

Chairman Dennis Kucler

Nicolette Sackman

Clerk of Commissions Nicolette Sackman, MMC

Approved: March 15, 2023