

City of Circleville



Civil Service Commission

104 E. Franklin Street
Circleville, OH 43113
740-477-1731
Fax: 740-477-5829

Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

Circleville Civil Service Commission Meeting Minutes

Tuesday, August 8, 2023 – 8:30 AM

I. Roll Call

The Circleville Civil Service Commission was called to order at 8:31 AM on Tuesday, August 8, 2023 by Chairperson Matthew Tootle. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson, Amy Elsea, Member and Valerie Dilley, Commission Secretary. Guests: None

II. Approval of Agenda

Ms. Young offered a motion to approve the August 8, 2023 agenda. Ms. Elsea seconded the motion. Vote: All Yeas.

III. Reading/Approval of Minutes

A. Regular Meeting Minutes – July 11, 2023

Ms. Elsea offered a motion to accept the July 11, 2023 meeting minutes as written. Ms. Young seconded the motion. Vote: All yeas.

IV. Reports/Correspondence

The following items were read and accepted.

- Notice of Pre-Disciplinary Conference to Police Officer Ryan Speakman dated July 24, 2023
- Pre-Disciplinary Conference Written Response from City to Ryan Speakman dated July 26, 2023

V. Unfinished Business

None

VI. New Business

A. Recommendation for Removal from Fire Fighter Eligibility List – Brody Poston

Ms. Young offered a motion to accept the recommendation for removal of Brody Poston from the Fire Fighter Eligibility List. Ms. Elsea seconded the motion. Vote: All Yeas.

B. Request to open a testing period for entry level Police Officer and an application period for lateral transfer Police Officer

Mr. Tootle offered a motion to open a testing period for entry level Police Officer and an application period for lateral transfer Police Officer. Ms. Elsea seconded the motion. Vote: All Yeas.

C. Request to open a testing period for entry level Communications Officer and an application period for lateral transfer Communications Officer

Ms. Young offered a motion to open a testing period for entry level Communications Officer and an application period for lateral transfer Communications Officer. Mr. Tootle seconded the motion. Vote: All Yeas.

VII. Public/Informal Time

A. Certification of entry level Police Officer Eligibility List

Mr. Tootle offered a motion to certify the entry level Police Officer eligibility list. Ms. Young seconded the motion. Vote: All Yeas.

B. Certification of entry level Fire Fighter Eligibility List

Ms. Elsea offered a motion to certify the entry level Fire Fighter eligibility list. Ms. Young seconded the motion. Vote: All Yeas.

C. Certification of lateral transfer Fire Fighter/Paramedic Eligibility List

Ms. Elsea offered a motion to certify the lateral transfer Fire Fighter/Paramedic eligibility list. Ms. Young seconded the motion. Vote: All Yeas.

VIII. Adjournment

Meeting adjourned at 8:36 AM