

City of Circleville



Civil Service Commission

City Administration Building
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Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

Regular Meeting Agenda

Tuesday, December 12, 2023

- I. Roll Call
- II. Approval of Agenda
- III. Reading/Approval of Minutes
 - A. Regular Meeting Minutes – November 14, 2023
- IV. Reports/Correspondence
 - A. Appointment of Catherine Frost to the position of Safety Administrative Assistant eff. 12-4-2023
 - B. Pre-disciplinary notice issued to Derek Smith dated 11-15-2023
 - C. Request from Derek Smith for a voluntary demotion dated 11-17-2023
 - D. Acceptance of Derek Smith's request for a voluntary demotion eff. 11-17-2023
 - E. Agreement between City and Derek Smith reference promotional testing dated 11-17-2023
 - F. Pre-disciplinary notice issued to Lora Stroup dated 11-16-2023
 - G. Termination notice issued to Lora Stroup dated 11-17-2023
 - H. Appointment of Jon Bainter to the position of Acting Fire Lieutenant dated 11-17-2023
 - I. Appointment of Richard J. Martin III to the position of Police Officer eff. 11-17-2023
 - J. Appointment of Hailie Fritz to the position of Police Officer eff. 11-17-2023
 - K. Appointment of Brandon Rojas to the position of Communications Officer eff. 11-19-2023
 - L. Appointment of Paige Coleman to the position of Communications Officer eff. 11-26-2023
 - M. Resignation of Dylan Bastress, Fire Fighter/Paramedic, eff. 12-23-2023
 - N. Notice of Administrative Leave and Internal Investigation issued to Darrin Plummer dated 12-1-2023
- V. Unfinished Business
- VI. New Business
 - A. Ratification of emergency vote to open a lateral transfer application period for the position of Fire Fighter/Paramedic.
 - B. Certification of lateral transfer Fire Fighter/Paramedic eligibility list
 - C. Certification of entry level Police Officer eligibility list
- VII. Public/Informal Time
- VIII. Adjournment