

City of Circleville



Civil Service Commission

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Matthew Tootle
Chairperson

Stacy Young
Vice-Chairperson

Amy Elsea
Member

Circleville Civil Service Commission

Meeting Minutes

Tuesday, October 8, 2024 – 8:30 AM

I. Roll Call:

The Circleville Civil Service Commission was called to order at 8:30 AM on Tuesday, October 8, 2024, by Chairperson Matthew Tootle. Members present: Matthew Tootle, Chairperson, Stacy Young, Vice-Chairperson, and Valerie Dilley, Commission Secretary. Amy Elsea, Commission member, was absent. Guests: Barry D. Keller, Kendra Kinney, Michelle Blanton, Robert K. Ware II, Paul Pride.

II. Approval of Agenda

Ms. Young offered a motion to approve the agenda as amended. Mr. Tootle seconded the motion. Vote: All yeas.

III. Reading/Approval of Minutes

A. Regular Meeting Minutes – September 10, 2024

Ms. Young offered a motion to accept the September 10, 2024 meeting minutes as written. Mr. Tootle seconded the motion. Vote: All yeas.

IV. Reports/Correspondence

The following items of correspondence were read and entered into the record.

- A. Notice of Pre-Disciplinary Conference dated 10-2-2024
- B. Notice of Administrative Leave with Pay dated 10-3-2024
- C. Notice of Pre-Disciplinary Conference dated 10-3-2024

V. Unfinished Business

None

VI. New Business

A. Request from Public Safety Director to approve and certify the Chief of Police Eligibility List

Mr. Ware explained the only candidate who met the requirements was the internal candidate. He completed the assessment process and it is the City's position that he be certified on the eligibility list

Ms. Young offered a motion to approve and certify the Chief of Police eligibility list. Mr. Tootle seconded the motion. Vote: All Yeas

VII. Public/Informal Time

A. Introduction of Robert K. Ware II, Public Safety Director

Mr. Ware introduced himself and provided his background and one of his goals for the Department of Public Safety is to instill confidence in his work as safety director, along with the assistance of consultant Paul Pride. They strive to build an agency that the community can be proud of, one they can trust. Mr. Ware offered to meet one-on-one with the members

B. Introduction of Paul Pride, Consultant

Mr. Pride is a retired superintendent of the Ohio Highway Patrol and currently a consultant for City Council with the responsibility of helping the police department's functionality.

VIII. Adjournment

Meeting adjourned at 9:41 AM