



**CIVIL SERVICE BOARD  
MEETING MINUTES  
APRIL 27, 2023, 9:00 a.m.**

<b>BOARD MEMBERS PRESENT:</b>	Thomas J. Ritchie, Sr., Chairperson Maria E. Oria, Member Darryl R. Smith, Member
<b>BOARD MEMBERS ABSENT:</b>	
<b>STAFF PRESENT:</b>	Ken Thomas, Secretary and Chief Examiner Sheila Crum, Executive Assistant to Civil Service Board Nicole Green, Employment Analyst I Sarika Sivagnanam, Employment Analyst I Jack Rice, Project Manager Toby Caserta, Project Manager
<b>OTHER ATTENDEES:</b>	Verletta Jackson, Chief of Staff, City Commission Dawn Manuel, Division Manager - Human Resources Norma Dickens, Senior Attorney Sarah Fenton, Legislative Aide Niroshan Wijesooriya William Bulman Mark Rose Tim Fitzgerald Greg Green Craig Howard Nate King Jason Tindall Curt Fosdick Frank Bielawski

**I. ROLL CALL**

The Chairperson, Thomas Ritchie, Sr., at 9:04 a.m., called the meeting to order. The Secretary Chief Examiner called the roll. A quorum was present.

**II. APPROVAL OF MINUTES**

Ms. Oria moved, seconded by Mr. Smith to approve the March 23, 2023 meeting minutes. The Board unanimously approved the motion.

### III. ACTION ITEMS

1. Ms. Oria moved, seconded by Mr. Smith, to approve the extension of the following City of Dayton eligible lists due to expire in May and June of 2023:

Administrative Typist II (Open 8)  
Automotive Mechanic (Open 1)  
Building Attendant III (Prom 11)  
Conservation Specialist (Open 2)  
Conservation Supervisor (Prom 4 / Open 1)  
Construction Inspector (Prom 1 / Open 4)  
Expressway Maintenance Crew Leader (Prom 6)  
Finance Technician III (Open 1)  
Garage Supervisor (Prom 1)  
Painter I (Open 2)  
Sewer Inspection Technician I (Open 1)

The motion passed.

2. Ms. Oria moved, seconded by Mr. Smith, to approve the extension of the following Dayton Public Schools eligible list due to expire in May of 2023:

Level II – Clerical (Open 1)

The motion passed.

3. Mr. Smith moved, seconded by Ms. Oria, to approve the new classification of Debt Collector and that this position be determined noncompetitive. The motion passed.
4. Ms. Oria moved, seconded by Mr. Smith, to approve the request for reinstatement from the previous Dayton Public School employee. The motion passed.
5. Ms. Oria moved, seconded by Mr. Smith, to approve the request to remove the candidates from the eligible lists as noted:
  - Fire Captain (#13 Promotional eligible list) – Employee requested to be removed from the eligible list [Section A]
  - Fire Captain (#13 Promotional eligible list) – Employee requested to be removed from the eligible list [Section A]
  - Heavy Equipment Mechanic (#3 Open Competitive eligible list) – Candidate failed pre-employment processing [Section A]

At 9:27 a.m., Ms. Oria moved, seconded by Mr. Smith, that the Board recess into Executive Session per ORC 121.22 (G)(1) to discuss employment matters. A roll call vote was taken by the Secretary and Chief Examiner and passed unanimously.

At 9:43 a.m., by acclamation, the Board came out of Executive Session.

**IV. BOARD DISCUSSION ITEMS**

None

**V. BOARD COMMENTS**

None

**VI. SECRETARY AND CHIEF EXAMINER REPORT**

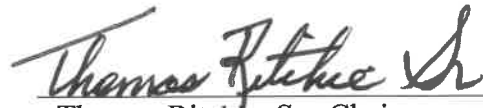
See attached.

**VII. ADJOURNMENT**

Ms. Oria moved, seconded by Mr. Smith, that the Civil Service Board meeting of April 27, 2023 be adjourned. The motion passed and the meeting was adjourned at 9:51 a.m.



Ken Thomas,  
Secretary and Chief Examiner



Thomas Ritchie, Sr., Chairperson