

**CIVIL SERVICE COMMISSION  
REGULAR MEETING  
April 15th, 2021  
MINUTES**

**Call To Order**

The Civil Service Commission met in regular session on Thursday, April 15th, 2021 at 11:00 a.m. at 105 N. Main Street (second floor conference room), Washington C.H., Ohio 43160.

**Roll Call**

The meeting was called to order at 11:00 a.m.

Present: Chairman Dr. Allen Griffiths, John H. Roszmann, Susan Wollscheid, Fire Chief Tim Downing, Police Chief Jeff Funari and Civil Service Commission Secretary McKenna Brown.

**Approval of Minutes**

**1.) The minutes of March 18, 2021.**

Mr. Roszmann moved and Mrs. Wollscheid seconded the following motion:

***MOTION: To approve the minutes as presented.***

**At roll call, the vote resulted as follows:** *Chairman Griffiths, "Aye" Mr. Roszmann "Aye" and Mrs. Wollscheid "Aye".*

***MOTION CARRIED***

**BUSINESS SECTION**

**1. Police Department: Lateral Transfers**

The Washington Court House City Council has approved the Civil Service Commission Lateral Transfer Ordinance.

Ordinance No. 4-2021

AN ORDINANCE REQUESTING THE CIVIL SERVICE COMMISSION TO ESTABLISH A PROCESS ALLOWING FOR THE LATERAL TRANSFER OF POLICE OFFICERS AND FIRE FIGHTERS TO THE CITY OF WASHINGTON COURT HOUSE, OHIO FROM OTHER JURISDICTIONS AND AUTHORIZING THE CITY MANAGER TO SELECT CANDIDATES FOR POLICE OFFICER AND OR FIRE FIGHTER FROM THE CURRENT ELIGIBILITY LIST OR FROM A LATERAL TRANSFER LIST.

Fire Chief Tim Downing noted that the Fire Department is included in this ordinance, but at this time the Fire Department does not want to move further with the lateral transfer process. Downing expressed gratitude for his department being included in the ordinance as an option if they ever need to implement lateral transfers in the future.

The Civil Service Commission board agreed to construct and review the writing of the lateral transfer rule for the Police Department, to be added to the current Washington Court House Civil Service Commission Rules and Regulations.

Police Chief Jeff Funari to construct a lateral transfer employment application for the Police Department.

#### **OTHER BUSINESS.**

No other business discussed.

#### **ADJOURNMENT**

There being no further discussion, Mr. Roszmann moved and Mr. Griffiths seconded the following motion:

***MOTION: To adjourn the April 15th, 2021 Civil Service Commission meeting.***

**At roll call, the vote resulted as follows:** Chairman Griffiths, "Aye", Mr. Roszmann "Aye", Mrs. Wollscheid "Aye".

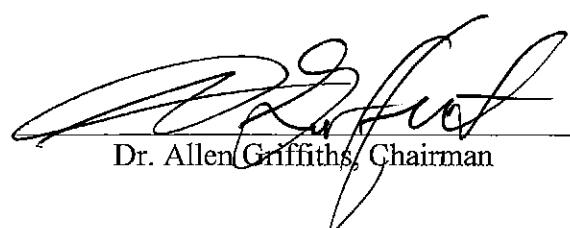
#### ***MOTION CARRIED.***

Meeting adjourned at approximately 11:30 a.m.

**APPROVED** this 16<sup>th</sup> day of May, 2021.

Respectfully Submitted,

McKenna Brown  
McKenna Brown, Recording Secretary



Dr. Allen Griffiths, Chairman