



# City of Broadview Heights

*Civil Service Commission*

## **Civil Service Minutes for June 18, 2024**

Present: William Baker, Clay Tober, Mayor Sam Alai, Jim Giomini, Chief Steve Raiff, Chief Jeff Hajek, Lisa Putka

William Baker called the meeting to order at 9:00 am. Lisa took the roll call.

### *December Meeting Minutes*

Clay motioned to approve the December 12, 2023, meeting minutes, and Jim moved to approve; Clay seconded. All were in favor.

### *Chief of Police Test & Rule Change*

Chief Raiff is retiring on January 24, 2025, so a Chief Test needs to take place in September. Chief Raiff requested a revision in Section 8.4, Rating of Competitors, in the Rules and Regulation Book. Chief suggested removing 8.4, a) i – General Written Exam. Many cities do not have this requirement. Both the Sergeant & Lieutenant are required to have a written exam but they feel the Chiefs don't need to have a written exam since they are not on the road and are not required to know the laws without hesitation.

Clay mentioned that testing with two Lieutenants differs from testing with only one Lieutenant. If only one Lt. is testing, then it was decided to open the testing for Sergeants, and at that time, a written test should be required. Example verbiage: If only one Lieutenant is testing for Chief, then the test will be open to the Sergeants, which will require a written exam. Chief Raiff will develop the language and present it to Vince Ruffa. Once Vince reviews and approves, Civil Service will review it at the next meeting to take it to Work Session when they return in August.

### *Patrol Officer Test*

Chief Raiff asked the Commission to abolish the December 12, 2023 list. The City hired four officers on that list, and less than 10 officers are available. Bill Baker agreed to abolish the list. Chief Raiff wants to test for Patrol Officers in September since we are losing a few officers.

Clay moved to adjourn the meeting at 9:18 a.m., and Jim Giomini seconded.