Minutes

Regular Meeting of the Civil Service Commission

September 15, 2026

1. **CALL TO ORDER/ROLL CALL**
   Meeting called to order at 9:31am. All commissioners were present except for Commission Stratton, who had an excused absence.

2. **APPROVAL OF MINUTES**
   a. August 18, 2026, Minutes
      MOTION: Move Approval
      Hult/Palmerton: Motion passed unanimously

3. **CHIEF EXAMINER UPDATE**
   Chief Examiner Myers gave updates on Civil Service.
   a. All commissioners are required to complete the OPMA PRA training and provide their certificate of training.
   b. The Civil Service Merit Tour back up and running. Paxton and Shellee are visiting city facilities and talking to employees.
   c. Staff is preparing for the Fire Lieutenant Assessment Center. Written testing will occur in the next couple of weeks and the full assessment center will occur at the beginning of October.
   d. Chair Stephens made a correction to a previous statement in item 1. He clarified he meant to say August, not July, in reference to the minutes.

4. **NEW BUSINESS**
   a. Resolution 2026-13: Classification Actions
      MOTION: Move to adopt.
      Palmerton/Hult: Motion passed unanimously
      Local 270 President Joe Cavanaugh approached the dais and shared the new classification resolves the field training issues previously brought to the commission and expressed appreciation for the work done by the staff. The preliminary wage has been approved and enroute.

5. **OTHER BUSINESS**
   a. Special Meeting Date Discussion: S. Richmond Appeal

Chief Examiner Myers shared she is working with both parties of the appeal to set a date that works for everyone. The commissioners discussed possible remedies such as requesting the dates the city attorney is available.
Legal Council, Megan Kapaun, advised she will introduce herself to the city attorney and request that information. She advised the commissioners to hold November 17th. There are no further continuances and provided there is full attendance from the commissioners, the appeal will proceed.

b. Chair Stephens discussed the upcoming budget season. Chief Myers has submitted the budget for Civil Service and has not received any feedback. The budget will be presented at a future meeting.

6. ADJOURN

MOTION: Move to adjourn.
Palmerton/Lindsay: Motion passed unanimously
Meeting adjourned at 9:42 am.

Note: The meeting is open to the public, with the possibility of the Commission adjourning into executive session.