



Civil Service Commission  
Canton, Ohio

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## Regular Meeting Minutes

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Time: 8:00 AM

Location: Canton Civil Service Conference Room

Date: July 19th, 2023

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The meeting was called to order at 8:06 a.m. by Chairman Conde. The following individuals were present:

COMMISSION:                      Chip Conde  
    Ralph Lee

STAFF:                                      Rachel Forchione  
    Anna Moeglin

OTHERS:                                    Kevin L'Hommedieu, Chief Counsel

### **ROLL CALL**

CONDE – PRESENT

LEE – PRESENT

MACK – ABSENT

### **APPROVAL OF MINUTES**

1. Approval of minutes for the 6-21-23 Commission Meeting

Lee made a motion to approve the minutes. Conde seconded the motion. The motion passed with the following vote:

CONDE – YES

LEE – YES

### **REGULAR BUSINESS - CONSENT AGENDA**

The next item of business was the Consent Agenda, which included the following items:

2. Notification of the administrative establishment of the open eligibility list for the position of Filter Operator for the Water Department on June 22, 2023
3. Notification of the administrative establishment of the open eligibility list for the position of Utility Operator 2 for the City of Canton on June 26, 2023
4. Notification of the administrative establishment of the open eligibility list for the position of Transportation Mechanic for the Board of Education on June 27, 2023
5. Notification of the administrative establishment of the open eligibility list for the position of Community Engagement Specialist for the Health Department on June 27, 2023
6. Notification of the administrative establishment of the open eligibility list for the position of Treatment Operator 3 for the Water Reclamation Facility on June 28, 2023
7. Notification of the administrative establishment of the open eligibility list for the position of Community Health Equity Coordinator for the Health Department on June 29, 2023
8. Notification of the administrative establishment of the open eligibility list for the position of Clerical for the City of Canton on June 30, 2023
9. Notification of the administrative establishment of the open eligibility list for the position of Utility Operator 3 for the City of Canton (not Street Dept) on July 5, 2023
10. Notification of the administrative establishment of the closed eligibility list for the position of Disease Intervention Specialist Supervisor for the Health Department on July 10, 2023
11. Notification of the administrative establishment of the open eligibility list for the position of Telecommunicator for the Communications Department on July 11, 2023
12. Notification of the administrative establishment of the open eligibility list for the position of General Labor for the City of Canton on July 12, 2023
13. Notification of the administrative establishment of the open eligibility list for the position of Marketing & Recruitment Specialist for the Civil Service Department on July 13, 2023
14. Temporary Appointments

Forchione provided a brief update on the status of the Recruitment and Marketing position and where we were at in the hiring process.

Conde made a motion to accept the consent agenda. Lee seconded the motion.  
The motion passed with the following vote:

CONDE – YES

LEE – YES

**PUBLIC SPEAKS**

No one in attendance for Public Speaks.

**NEW BUSINESS**

15. Consideration of probationary period extension for Police Department personnel

Forchione explained the reinstatement process and noted that all relevant parties were in support of this reinstatement. Lee inquired about the pay rate that they would return to, after which L'Hommedieu stated that was a contractual matter.

Lee made a motion to approve the reinstatement. Conde seconded the motion. The motion passed with the following vote:

CONDE – YES

LEE – YES

16. Update on current marketing and recruitment initiatives

Moeglin reviewed the latest social media, marketing, and recruitment events, noting that a Police Recruitment ad is currently running on Facebook. Forchione provide detail on how rewarding her meeting with Stark Community Action Agency's Youth Enrichment Program was. The students and members of Canton Safety Forces enjoyed the experience. Moeglin also spoke on an upcoming Police Swearing-in Ceremony; the results of a new Telecommunicator exam; and the progress made in joint Safety Forces recruitment initiatives. Forchione also mentioned the feedback received from Doug Bennett of JAB Advertising and that we are on a good path currently, but will look into possibly doing job mailers with utility bills.

**MISCELLANEOUS BUSINESS**

**ADJOURNMENT**

Conde made a motion to adjourn the meeting. Lee seconded the motion. The motion passed with the following vote:

CONDE – YES

LEE – YES

The meeting adjourned at 8:30 am.