

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF BROOKLYN CIVIL SERVICE COMMISSION
THURSDAY, SEPTEMBER 21, 2017 5:00**

Meeting called to order at 5:00 p.m.

MEMBERS PRESENT: Chairman Joe Magrey, Commissioner Michelle Rivera and Commissioner Larry Hull.

MEMBERS ABSENT: None.

OTHERS PRESENT: John Street, Brooklyn City School District Interim Treasurer and Mara Rybak, Brooklyn City School District Assistant Treasurer.

MOTION by Chairman Magrey, second by Commissioner Hull to approve the minutes of the regular meeting held Wednesday, July 19, 2017.

VOTE RESULTED: Yeas – Magrey, Rivera, and Hull. Nays – None.

MOTION by Chairman Magrey, second by Commissioner Rivera to approve the minutes of the special meeting held Thursday, September 7, 2017.

VOTE RESULTED: Yeas – Magrey, Rivera, and Hull. Nays – None.

Mr. Street informed the Commission that the School District has received the resignation of its Accounting Clerk II (Accounts Payable) employee. They are currently filing the position on a temporary basis until the process for testing is complete whether Civil Service performs the testing or if permission is granted for the School District to complete the posting, advertising and testing. Mr. Street noted that he is relatively new to the District and is aware that the Civil Service Commission has previously allowed the District to perform the testing but would like a description of the process.

Chairman Magrey gave a brief overview of Ohio Revised Code 124 and the Civil Service Commissions involvement as far as the School District.

After further discussion it was determined that the District would handle the posting, advertising and administration of the examination process with the approval of the Civil Service Commission.

MOTION by Chairman Magrey, second by Commissioner Rivera to allow the Brooklyn City School District to post, conduct and administer testing for the position of Accounting Office Clerk II with the Brooklyn City School District. To advertise on Cleveland.com, Brooklyn City School District website, City of Brooklyn website, and /or any other recruiting websites as the School District deems fit. Results of all aspects of the examination are to be reported back to the Civil Service Commission.

There being no other business to come before the Commission, **MOTION** by Chairman Magrey, second by Commissioner Hull to adjourn.

VOTE RESULTED: Yeas – Magrey, Rivera, and Hull. Nays – None.

Meeting adjourned at 5:40 p.m..