GROVE CITY CIVIL SERVICE COMMISSION
MEETING MINUTES

December 17, 2024

Agenda Item A: Call to Order/Roll Call
The meeting was called to order at 3:00 p.m.

Members in Attendance: Ed Fleming, Member; Keith Larsen, Acting Chair, and Jennifer Uhrin, Secretary

Members Absent: Marjorie Brant, Chair

Others in Attendance: Mayor Stage, Angel Horton, Kim Hettinger, and Bill Vedra

Agenda Item B: Approval of Minutes – Acting Chair Larsen made a motion to accept the November 19, 2024 meeting minutes as submitted; seconded by Mr. Fleming. Vote Taken – Motion Approved.

Agenda Item C: New Items

1. **South-Western City Schools –** Mr. Steve Bowshier prepared these two lists.

    a. **Head Cook –** Mr. Fleming made a motion to approve the list as submitted; seconded by Mr. Larsen. Reviewed list. Vote Taken – Motion Approved.

    b. **Head Custodian -** Acting Chair Larsen made a motion to approve the list as submitted; seconded by Mr. Fleming. Reviewed list. Vote Taken – Motion Approved.

2. **City of Grove City –** Ms. Liz Reed with Optimal Testing Solutions prepared the following three lists.

    a. **Police Officer –** Acting Chair Larsen made a motion to approve the list as submitted; seconded by Mr. Fleming. Ms. Hettinger reported receiving 56 applications. Twenty-four of those applicants passed the National Testing Network police examination and moved on to the physical test. Fifteen of those 24 applicants passed the physical test and the remaining 11 applicants on the list also passed the background check. Vote Taken – Motion Approved.

    b. **Parks and Recreation Coordinator – Aquatics and Facilities**– Mr. Fleming made a motion to approve the list as submitted; seconded by Acting Chair Larsen. Ms. Hettinger reported receiving 20 applications, but only 10 met the minimum qualifications to be on the list. Vote Taken – Motion Approved.

    c. **9-1-1 Public Safety Communication Dispatcher –** Acting Chair Larsen made a motion to approve the list as submitted: seconded by Mr. Fleming. Ms. Hettinger noted that this was an updated list as three offers had been made from the previous list, but two of those declined. Vote Taken – Motion Approved.

Agenda Item D: Open Discussion – The next regular meeting is scheduled for January 21, 2025.

Agenda Item D: Adjourn - The meeting was adjourned by unanimous consent at 3:10 p.m.

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Jennifer Uhrin, Secretary Keith Larsen, Acting Chair