

OFFICE OF THE CIVIL SERVICE COMMISSION
One Government Center, Suite 1920
June 18, 2025 2:00 p.m.

A regular meeting of the Toledo Civil Service Commission is being held at the time and place above.

Present: Commission President David L. O'Connell
Commission Member Wilma D. Brown
Commission Member Sheila Eason
Andrea Cromer, Secretary (Toledo Civil Service Commission)
Michael J. Niedzielski, Director (Human Resources) (Absent)
Victoria Coleman, Deputy Director (Human Resources) (Absent)
Tiffany Whitman, Director (Office of Diversity, Equity & Inclusion)
Kelly Murphy, Manager-Administrative Services (Selection & Evaluation)
Silvia Fofrich, Administrative Analyst 3 (Selection & Evaluation) (Absent)
Nathan Weidner, Administrative Analyst 2 (Selection & Evaluation)
Toni L. McCoy, Administrative Analyst 1 (Selection & Evaluation)

Review and approval of minutes from Regular Meeting June 4, 2025. A motion to approve the minutes was made, seconded and approved unanimously at the June 18, 2025 Regular Meeting.

ANNOUNCEMENTS:

2025-00085 Customer Service Contact Center Team Leader (NCP) announce Friday, June 20, 2025 to Monday, June 30, 2025
2024-00642 Infrastructure Support Manager (NCP/NCR) announce Friday, June 20, 2025 to Thursday, July 17, 2025
2025-00025 Application Support Manager (NCP/NCR) announce Friday, June 20, 2025 to Thursday, July 17, 2025
2025-00087 IT Security and Compliance Administrator (NCP/NCR) announce Friday, June 20, 2025 to Thursday, July 17, 2025
2025-00096 Instrumentation Technician (CP/CR) announce Friday, June 20, 2025 to Thursday, July 3, 2025
2025-00128 Heavy Equipment Operator 2 (CP/CR) announce Saturday, June 21, 2025 to Friday, July 4, 2025
2025-00127 Utility Service Locator (CP/CR) announce Friday, June 20, 2025 to Thursday, July 3, 2025
2023-00319 Manager Tapping and Construction (NCP) Announce Friday, June 20, 2025 to Tuesday, June 24, 2025

All Approved.

ELIGIBLE LISTS:

2025-00121 Associate Planner (NCP) add Esther Tetteh
2025-00107 Supervisor – Maintenance and Repair (Mechanical) (NCR) add John Daubenmeyer, Benjamin O'Neal and Michael Valentine
2024-00739 Bridge Maintenance Crew Leader (CP/CR) add Brian Foore, Raymond Wolfe, and Jason Wiskochil
2025-00117 Water Reclamation Operator (NCR) add Julie Bowdle and Michael Holmes
2024-00439 Construction Monitor (NCP/NCR-Continuous) add Kodylon Fry, Bradley Mathias, and Andrew Long
2023-00219 Surveyor Associate (NCR-Continuous) add Leon Jones
2019-00234 Engineering Associate (NCR-Continuous) add Dhafir Almansoori, Torohn Britt, Qusai Busboos, Sai Gunda, and Yaser Kishawi

All Approved.

CLASSIFICATION REPORTS:

None

OTHER:

RCA – APPEARANCE – Disqualification of Eligibility for Supervisor-Maintenance and Repair (Mechanical) – James Lewis (TM)

Former City of Toledo employee, James Lewis, has applied for the position of Supervisor-Maintenance and Repair (Mechanical). Mr. Lewis, departed his employment under unfavorable circumstances; therefore, there is just and reasonable cause that he should be disqualified from the recruitment process for the position of Supervisor-Maintenance and Repair (Mechanical). Based on all of the facts and analysis above, it is recommended to the Commission that James Lewis be notified that there is just and reasonable cause to believe that he is not eligible for consideration for the position of Supervisor-Maintenance and Repair (Mechanical) and is subject to removal from the recruitment process for the position of Supervisor-Maintenance and Repair (Mechanical). Further, it is recommended that in accordance with Rule 60.00, Section 60.03, a hearing be promptly scheduled before this Commission where he will be afforded an opportunity to be heard. He should also be notified regarding his opportunity to be heard in accordance with Rule 60.00, Section 60.03. *After review and discussion, the Commission agreed that there is just and reasonable cause for Mr. Lewis to be disqualified from the recruitment process for the position of Supervisor-Maintenance and Repair (Mechanical) pursuant to Rule 60.00, Section 60.03. A hearing will be scheduled.*

After review, discussion, and failure of Mr. Lewis to appear, the Commission upheld their decision that there is just and reasonable cause for Mr. Lewis to be disqualified from the recruitment process for the position of Supervisor-Maintenance and Repair (Mechanical) pursuant to Rule 60.00, Section 60.03.

RCA – APPEARANCE – Request to Appear – Chad Wilson (NW)

Chad Wilson appealed the decision to reject his application for Heavy Equipment Operator 2. Commission upheld staff's recommendation to uphold the reject of his application stating that he does not meet the minimum experience requirements. After review and discussion, the Commission approved Chad Wilson's request to appear in front of the Commission to discuss the rejection of his application for the position of Heavy Equipment Operator 2.

After review, discussion, and appearance by Mr. Wilson, the Commission's decision is on hold appending additional information.

RCA – APPEARANCE – Request to Appear – Tyler Waggoner (NW)

Tyler Waggoner appealed the decision to reject his application for Heavy Equipment Operator 2. Commission upheld staff's recommendation to uphold the reject of his application stating that he does not meet the minimum experience requirements. After review and discussion, the Commission approved Tyler Waggoner's request to appear in front of the Commission to discuss the rejection of his application for the position of Heavy Equipment Operator 2.

After review, discussion, and appearance by Mr. Waggoner, the Commission's decision is on hold appending additional information.

RCA – APPEARANCE – Request to Appear – Phillip Sommers (SF)

Phillip Sommers appealed the decision to reject his application for Police Officer (Lateral Transfer). Commission upheld staff's recommendation to uphold the reject of his application stating that he does not meet the lateral peace officer requirements. After review and discussion, the Commission approved Phillip Sommers' request to appear in front of the Commission to discuss the rejection of his application for the position of Police Officer (Lateral Transfer).

After review, discussion, and failure of Mr. Sommers to appear, the Commission upheld their decision of rejection of Mr. Sommer's application stating he does not meet the lateral peace officer requirements for the position of Police Officer.

OTHER (CONTINUED):

RCA – APPEARANCE – Appeal of rejection of application for Police Officer and Request to Appear – Andrew Thomasson (SF)

Andrew Thomasson has appealed the rejection of his application for the position of Police Officer (OPOTC Graduates) for failing to meet the age requirement. Based on the information provided, Staff recommends to the Commission that Mr. Thomasson's appeal is denied, stating that he does not meet the age requirements as stated in CSC Rule 40.03 Age Limits. The Commission approved Andrew Thomasson's request to appear in front of the Commission to discuss the rejection of his application for the position of Police Officer (OPOTC Graduates).

After review, decision, and appearance by Mr. Thomasson, the Commission denied Mr. Thomasson's appeal and upheld the rejection of his application due to not meeting the age requirements as stated in the CSC Rule 40.03 Age Limits for the position of Police Officer (OPOTC Graduates).

RCA – Appeal of Rejection of Application for Police Officer – Ralph Mims (SF)

Ralph Mims III has appealed the rejection of his application for the positions of Police Officer for failing to meet the age requirement. Based on the information provided, Staff recommends to the Commission that Mr. Mims' appeal is denied, stating that he does not meet the age requirements as stated in CSC Rule 40.03 Age Limits.

After review, decision, the Commission denied Mr. Mims' appeal and upheld the rejection of his application due to not meeting the age requirements as stated in the CSC Rule 40.03 Age Limits for the position of Police Officer (OPOTC Graduates).

RCA – Expiration of current Eligible List – Application Support Manager (SF)

The eligible list for the position of Application Support Manager was certified by the Commission on April 2, 2025. Four names were added to the eligible list. The Department of IT is requesting that the eligible list for Application Support Manager be expired and the position be opened up for recruitment to have a larger candidate pool. In the past the Commission has used Rule 150.00, Section 150.01 to waive Civil Service Rule 60.02 and expire an eligible list. If the Commission approves the Department of IT's request, the list will be expired and the position will be posted for promotion and recruitment.

Approved.

INFORMATIONAL PURPOSES:

None

APPEARANCES:

James Lewis – **Did not appear.**

Chad Wilson – **Appeared.**

Tyler Waggoner – **Appeared.**

Phillip Sommers – **Did not appear.**

Andrew Thomasson – **Appeared.**

EXTENSIONS:

Clerk Specialist II (CR) was established on 12/18/2024 and is set to expire on 6/18/2025. Staff requests a two-week extension. If approved, the eligible list will expire on 7/2/2025.

Approved.

On June 4, 2025 the Civil Service Commission approved the announcement of Heavy Equipment Operator 2 (CP/CR) from Thursday, June 5 to Wednesday, June 18, 2025. At the request of the Division of Urban Beautification, staff has extended the posting until Friday, June 20, 2025 and amended the posting to indicate that it applies to multiple divisions. The eligible list for Heavy Equipment Operator 2 will be used for the Divisions of Road and Bridge, Sewer and Drainage Services, and Urban Beautification once established.

Approved.

HEARINGS:

None

There being no further business, the meeting adjourned at 2:43pm.