

**OFFICE OF THE CIVIL SERVICE COMMISSION**  
**One Government Center, Suite 1920**  
**June 4, 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)  
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 May 7, 2025 and May 21, 2025. A motion to approve the minutes was made, seconded and approved unanimously at the June 4, 2025 Regular Meeting.**

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**ANNOUNCEMENTS:**

2025-00130 Police Sergeant (CP) announce Thursday, June 5, 2025 to Monday, July 7, 2025  
2025-00129 Police Lieutenant (CP) announce Thursday, June 5, 2025 to Monday, July 7, 2025  
2025-00121 Associate Planner (NCP) announce Thursday, June 5, 2025 to Monday, June 9, 2025  
2025-00137 Budget Analyst (NCP/NCR) announce Thursday, June 5, 2025, to Wednesday June 18, 2025  
2025-00109 Automotive Repair Technician (CP/CR) announce Thursday, June 5, 2025 to Wednesday, June 18, 2025  
2025-00126 Heavy Equipment Operator 2 (CP/CR) announce Thursday, June 5, 2025 to Wednesday, June 18, 025  
2025-00080 Water Control Room Operator (NCP/NCR) announce Thursday, June 5, 2025 to Wednesday, June 25, 2025  
2025-00132 Administrative Specialist (NCP) announce Thursday, June 5, 2025 to Monday, June 9, 2025  
2024-00732 Safety and Training Specialist (NCP/NCR) announce Thursday, June 5, 2025 to Sunday, July 6, 2025

**All Approved.**

**ELIGIBLE LISTS:**

1-2025 Fire Lieutenant (CP) add Kriston Allen, Matthew Butler, Christopher Hartford, Edward House, Cole Milligan, Jacob Malinoski, Tyler Baer, Ryan Tester, Rian Whitney, Michael Backus, Taylor Jesko, David Mather, Anthony Harmon, Chris Mrkva, John O'Brien, Daniel Evans, Joseph Buehrer, Michael Moenter, Justin Fisher, Matt Kaminski, Timothy Davies, Evan Back, Craig Crowell, Cyrus Otto, Matthew Hendrix, Michael McGuire, Timothy Monto, Kyle Getzinger, Chad Lowry, Brent Price, and Adam Thal

2025-00061 End User Support Supervisor (NCP/NCR) add Zeeshan Baig, Kita Bailey, Shaun Betts, Christopher Cabrera, Justin Cheong, Frank DeLuca, Chad Fletcher, Abdallah Hamdallah, Marc Meyers, John Nieman, Olumide Ojo, Puneeth Polavarapu, Matthew Robertson, Neal Spurgeon, Shreya Swarup, and Ryan Zehringer

2025-00035 Planner (NCP) add John Willey

2025-00113 Fire Plans Examiner (NCP) add Anthony Bernal

2025-00103 Laboratory Technician (NCR) add Isabelle Bauer, Mary Biller, Katherine Brenwell, Kaeli Bustos, Christopher Cousino, Moustapha Dioum, Robert Eye, Jeffrey Gamundoy, Nicholas Geisler, Hannah Huven, Orlando Ivey, Ashley Jackson, Joshua King, Rakaylah Kislán, Jose Lukose, Cole Lyons, Ryan McCorkle, Lucas Mosley, Michael Oates, Christa Parker, Nathan Rasch, Rebecca Rashleigh, Alexa Rooney, Olivia Schnittker, Alex Silloway, Joanna Smithback, Christopher Vande Kleff, and Melissa Yates

2025-00096 Instrumentation Technician (NCR) add Christ Conrad, Jared Lewallen, Alvin Norman, and Francis Ziehm II

**ELIGIBLE LISTS (CONTINUED):**

- 2025-00112 Senior Professional Engineer (NCP) add Peter Bick  
2019-00234 Engineering Associate (NCR-Continuous) add Solomon Bryant, James Chandler, Justice Dupuis, Caleb Myers, and Alex Silloway  
2024-00439 Construction Monitor (NCP/NCR-Continuous) add Edris Anwari and Nick Ruggiero

**All Approved.**

**CLASSIFICATION REPORTS:**

Reclassification of MW1 to MW2 (NW) **Approved.**

**OTHER:**

**RCA – APPEARANCE via Zoom – Disqualification of Eligibility for Traffic Aide and Laboratory Technician – Hussen Cheaib (TM)**

Former City of Toledo employee, Hussen Cheaib applied and could potentially be placed on the eligible lists for the Traffic Aide and Laboratory Technician. Mr. Cheaib departed his employment under unfavorable circumstances; therefore, there is just and reasonable cause that he should be disqualified from the recruitment process for the positions of Traffic Aide and Laboratory Technician. Based on all of the facts and analysis above, it is recommended to the Commission that Hussen Cheaib be notified that there is just and reasonable cause to believe that he is not qualified for appointment and is subject to removal from the recruitment process for the positions of Traffic Aide and Laboratory Technician. 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. If he fails to appear at the hearing or if it is established at the hearing that he is disqualified for appointment, then his name will be removed from the recruitment process for all positions with the City of Toledo for a period of six (6) months.

*After review and discussion, the Commission agreed that there is just and reasonable cause for Mr. Cheaib to be disqualified from the recruitment process for the positions of Traffic Aide and Laboratory Technician pursuant to Rule 60.00, Section 60.03. A hearing will be scheduled.*

**After review, discussion, and failure of Mr. Cheaib to appear via Zoom, the Commission upheld their decision that there is just and reasonable cause for Mr. Cheaib to be disqualified from the recruitment process for the positions of Traffic Aide and Laboratory Technician pursuant to Rule 60.00, Section 60.03. In addition, the Commission ruled that Mr. Cheaib will be disqualified from all positions applied to for a period of six (6) months, beginning June 4, 2025.**

**RCA – 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.**

**OTHER (CONTINUED):**

**RCA – Request to Expire Eligible List – Automotive Repair Technician (TM)**

An eligible list for the position of Automotive Repair Technician was certified by the Commission on April 16, 2025. There are two (2) names remaining on the eligible list; both of which had scored ten (10) points or more below the last candidate hired from the list. Pursuant to Civil Service Rule 60.02 an eligible list may be expired if there are “fewer than three (3) names remaining.” Therefore, Staff requests that the eligible list for Automotive Repair Technician be expired and if approved, the position will be opened up for promotion and recruitment on Thursday, June 5, 2025.

**Approved.**

**RCA – Late Application Request – Fire Plans Examiner – Ryan Grant (TM)**

Ryan Grant has requested to submit a late application for the position of Fire Plans Examiner. Based on the information provided, Staff recommends that the Commission deny Mr. Grant’s request to submit a late application to the position of Fire Plans Examiner.

**After review and discussion, the Commission denied Mr. Grant’s request to submit a late application for the position of Fire Plans Examiner.**

**RCA – Appeal of rejection of application for Police Officer – David Bowman (SF)**

David Bowman has appealed the rejection of his application for the position of Police Officer (Lateral Transfer), for failing to meet the lateral peace officer requirements. Based on the information provided, Staff recommends to the Commission that Mr. Bowman’s appeal is denied, stating that he does not meet the requirements as stated in CSC Rule 50.00, Section 50.21.

**After review and discussion, the Commission denied Mr. Bowman’s appeal and upheld the rejection of his application due to not meeting the lateral peace officer requirements for the position of Police Officer.**

**RCA – Appeal of rejection of application for Police Officer – Phillip Sommers (SF)**

Phillip Sommers has appealed the rejection of his application for the position of Police Officer (Lateral Transfer), for failing to meet the lateral peace officer requirements. Based on the information provided, Staff recommends to the Commission that Mr. Sommers’ appeal is denied, stating that he does not meet the requirements as stated in CSC Rule 50.00, Section 50.21. Mr. Sommers has also requested to appear in front of the Civil Service Commission at the next meeting.

**After review and discussion, the Commission approved Mr. Sommers’ request to appear in front of the Commission and upheld the rejection of his application stating he does not meet the lateral peace officer requirements for the position of Police Officer.**

**RCA – Submit a late appeal for rejection of application for Police Officer – Ralph Mims (SF)**

Ralph Mims is requesting to submit a late appeal for the position of Police Officer. Staff recommends that Mr. Mims’ request to submit a late appeal be approved.

**After review and discussion, the Commission approved Mr. Mims’ request to submit a late application for the position of Police Officer.**

**RCA – Appeal of Rejection of Application for Laboratory Technician – Warren Sass (NW)**

Warren Sass has appealed the rejection of his application for the position of Laboratory Technician for not meeting the minimum education requirements. Based on the information received, Staff recommends that Mr. Sass’ appeal be denied and that he be deemed not qualified for the position of Laboratory Technician.

**After review and discussion, the Commission denied Mr. Sass’ appeal and upheld the rejection of his application due to not meeting the minimum education requirements for the position of Laboratory Technician.**

**OTHER (CONTINUED):**

**RCA – Appeal of Rejection of Application for Instrumentation Technician – Alex Aldridge (NW)**

Alex Aldridge has appealed the rejection of his application for the position of Instrumentation Technician for not meeting the minimum education and experience requirements. Based on the information received, Staff recommends that Mr. Aldridge’s appeal be denied and that he be deemed not qualified for the position of Instrumentation Technician.

**After review and discussion, the Commission denied Mr. Aldridge’s appeal and upheld the rejection of his application due to not meeting the minimum education and experience requirements for the position of Instrumentation Technician.**

**RCA – Appeal of Rejection of Application for Heavy Equipment Operator 2 – Chad Wilson (NW)**

Chad Wilson has appealed the rejection of his application for the position of Heavy Equipment Operator 2 for not meeting the minimum experience requirements. Based on the information received, Staff recommends that Mr. Wilson’s appeal be denied and that he be deemed not qualified for the position of Heavy Equipment Operator 2.

**After review and discussion, the Commission denied Mr. Wilson’s appeal and upheld the rejection of his application due to not meeting the minimum experience requirements for the position of Heavy Equipment Operator 2.**

**RCA – Appeal of Rejection of Application for Heavy Equipment Operator 2 – Tyler Waggoner (NW)**

Tyler Waggoner has appealed the rejection of his application for the position of Heavy Equipment Operator 2 for not meeting the minimum experience requirements. Based on the information received, Staff recommends that Mr. Waggoner’s appeal be denied and that he be deemed not qualified for the position of Heavy Equipment Operator 2.

**After review and discussion, the Commission denied Mr. Waggoner’s appeal and upheld the rejection of his application due to not meeting the minimum experience requirements for the position of Heavy Equipment Operator 2.**

**INFORMATIONAL PURPOSES:**

At the April 16, 2025, meeting of the Civil Service Commission, the posting for Police Officer (Lateral Transfer) was approved from Thursday, April 17, 2025, to Thursday, July 31, 2025. However, due to the Police Department’s intention to begin an accelerated academy at the end of September, the posting had to be closed early on May 31, 2025 to allow sufficient time to complete interviews, background checks, appeals, and medical evaluations.

Michael Sommerville, Water Treatment Plant Administrator, has requested a minor correction to the updates for the Water Control Room Operator position which were approved by the Civil Service Commission on May 7, 2025. According to the Ohio EPA website, Water Supply Professional Operators must pass the Water Supply Operator Certification Exam to obtain their Water Supply Operator License. Staff has corrected the language in our job description to remove the word “professional” from our description of the certification exam and license to correctly match the terminology used by the Ohio EPA and ensure clarity in communicating our requirements to prospective applicants.

**APPEARANCES:**

Hussen Cheaib via Zoom – **Did not appear.**

**EXTENSIONS:**

The non-competitive recruitment eligible list for the Fire Inspector is set to expire on June 5, 2025. Due to the division anticipating staff changes, they are requesting that the list be extended for an additional thirty (30) days in order to fill those vacancies; therefore, Staff is recommending the Commission approve the list to be extended as requested and advance the expiration date to July 5, 2025, to allow them the opportunity to schedule and hold interviews.

**Approved.**

**HEARINGS:**

None

**There being no further business, the meeting adjourned at 2:24pm.**