

**CIVIL SERVICE COMMISSION  
MEETING MINUTES  
APRIL 4, 2025**

The Civil Service Commission meeting was called to order at 11:01 a.m. by Chairman Mike Murphy. In addition to Mr. Murphy, the meeting was attended by Jeff Klein, Drew Griffith, and Kelly Chalfant.

The meeting minutes from the March 20, 2025, meeting were approved unanimously with no changes.

Fire Chief Bill McCullough was on hand to present a recommendation to amend the promotional testing weights and components for the position of Fire Lieutenant. His recommendation was to revise the weighting of the education component to 10%, down from the previous 20%. His reasoning was that regardless of how well a candidate may do on the testing and interview portion, a lack of a college education mathematically eliminates some otherwise well-qualified candidates from being considered. This change would make it a fair and equitable process for all candidates.

He also requested changing the value of the credit given for Fire Instructor and EMS Instructor due to a change in how that certification is now handled at the state level. Rather than two separate courses and certifications, the two have been combined and are now labeled "Fire and EMS Instructor". The Chief recommends the new certification be valued at two points and suggests an update of the promotional components and weights notice to reflect that. A motion was made by Jeff Klein to adopt this change, seconded by Drew Griffith and the recommendation was passed unanimously.

Ms. Chalfant presented a handout that outlined a summary of the testing procedures for all the upcoming testing needs that are anticipated in the City in the coming year. Mr. Griffith moved to approve the testing procedures, Mr. Klein seconded the motion, and the approval was passed unanimously.

A brief discussion was held requesting consideration for a change in the minimum age requirement for a newly hired firefighter. Chief McCullough would like the age requirement reduced from 21 to 18. This age requirement is mentioned in the Civil Service Commission rules and is also referenced in the Perrysburg Codified Ordinances. Changes to the Code need to go through City Council. The Chief's recommendation is based on the hopes that the change may allow recruitment of qualified candidates that we currently are unable to

target. With the support of the Commission, this suggestion will be brought up at the Personnel Committee in the coming months.

With no other business before the Commission the meeting was adjourned at 11:23 a.m.