

**CIVIL SERVICE COMMISSION
MONDAY, JULY 24, 2023
4:00 P.M.
COMMISSION CHAMBERS ROOM 301
BATTLE CREEK CITY HALL
10 NORTH DIVISION STREET
BATTLE CREEK, MICHIGAN**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. June 9, 2023

C. PETITIONS AND COMMUNICATIONS

D. REPORTS

E. UNFINISHED BUSINESS

F. NEW BUSINESS

1. Proposed Rule Amendment: Rule 4: Filling Vacancies above the rank of Firefighter, Section 6: Promotional Scores, item (a)
The final score for every promotional exam will be determined in the following:
(a) It will be possible to receive one hundred (100) points in each of the following categories: written examinations and Assessment Center. **Fifty percent (50%) of the score will be for the written examination and fifty percent (50%) will be for the Assessment Center.** Written Exam (minimum score of 70% required to move forward to the Assessment Center). The Line Officer Assessment Center (40% tactical scenario, 20% role-play exercise, 20% in-basket exercise, and 20% interview exercise) cumulative score of 70% to pass Assessment Center. The Non-Line Assessment Center (25% structured oral interview exercise, 25% oral presentation exercise, 25% in-basket exercise, and 25% role-play scenario exercise) cumulative score of 70% to pass Assessment Center. The Assessment center structured oral interview exercise will take into consideration a person's training and education. (*Rule Change: 7-13-2020, 6-9-2023*)
2. Certify the "2023 Fire Inspector Eligibility List"
3. Certify the top candidate on the "2023 Fire Inspector Eligibility List" (Zach Mueller)
4. Certify the 2nd candidate on the "2023 Fire Inspector Eligibility List" (Patrick Cleland)
5. Removal of 8 candidates from the 2021 Entry Level Firefighter Eligibility List:
 - i. #8 Austin Brophy – Hired, then resigned
 - ii. #11 Casey Smith – Non Responsive
 - iii. #12 David Wilcox – Declined offer, via email
 - iv. #13 Dylan Lydy – Non Responsive
 - v. #14 Owen Gedler – Non Responsive
 - vi. #15 Travis Sweet – Non responsive
 - vii. #16 Cody Richardson – Non responsive
 - viii. #21 Steward Edwards – Request to be removed, via email
 - ix. #22 Steven Woolley – Declined offer, via phone call
6. Authorize the City Clerk to initiate the Promotional Testing process for the Battalion Chief
7. Authorize the City Clerk to initiate the Promotional Testing process for the Fire Captain

G. PUBLIC COMMENTS

H. COMMISSION COMMENTS

I. ADJOURNMENT

The City of Battle Creek will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered in the meeting upon notice to the City of Battle Creek. Individuals with disabilities requiring auxiliary aids or services should contact the City of Battle Creek by writing or calling the following:

*Victoria L. Houser
Office of the City Clerk
P. O. Box 1717
Battle Creek, MI 49016
(269) 966-3348 (Voice/TDD)*