



To: Civil Service Commission
Cc: Mayor Thomas R. Kneeland
Dottie Franey, City Administrator
Mark Thomas, Director of Public Safety
Jeff Spence, Chief of Police
Shane Ewald, City Attorney
From: Abby Cochran, Director of Human Resources
Date: August 3, 2018
Subject: Report for August 16, 2018 Meeting

Thank you for the opportunity to share our proposed changes to the City of Gahanna Civil Service Rules and Regulations. Included with this memo is the red-lined version of the Civil Service Rules and Regulations, the final version of the same rules (with those red-lined items accepted), a chart of the process as it is currently and also with the proposed changes, and the survey data regarding additional credit allowances.

After the approval of the proposed changes, we will work on the formal Standard Operating Procedure for the new interview panel. This document will include the administration of this process such as the structure, participants, training and scoring of the interview panel. The new process would begin in January of 2019; therefore, the information would also be included in the Application Packet provided to candidates beginning in January of 2019.

We have asked a consultant with knowledge and experience in the area of Public Safety examination and scoring to attend the meeting on August 16, 2018. She will be able to assist in answering outstanding questions you may have regarding the proposed changes. We will likely rely upon her expertise as we finish the work on the new interview panel process to ensure that it is a fair, objective and valid process for assessing our candidates.