

MINUTES
FIRE CIVIL SERVICE COMMISSION
City Council Chambers & Via WebEx
May 17, 2021
9:00 am

To protect public health during the COVID-19 pandemic, this meeting took place in person and by WebEx at <https://cityofmorgantown.my.webex.com/cityofmorgantown.my/j.php?MTID=m262d34bc162d719aed54a040e40ea417> using the meeting number 132 789 1738. The public could listen live by calling 415-655-0001 using the access code 132 789 1738.

PRESENT: President Shane Mardis, Commissioner Noel Hoffman, City Clerk Christine Wade via Webex, Deputy Clerk Heather Carl, Gary Freshour, Robert Wolfe, Matt Peery, Levi McClain, Eugene Deem, Philip Fobare, Ken Tennant, Mitchell Beall, John Borzik, and Anthony Stake. Those on Webex were as follows: Jayson Nicewarner, Thadius Dalton, and Matt Chisler. Commissioner Michael Jacks was absent. Time: 9:02 a.m.

President Shane Mardis called the meeting to order.

APPROVAL OF MINUTES: Motion by Commission Noel Hoffman, second by President Shane Mardis, to approve the February 17, 2021, Meeting minutes and April 14, 2021, Special Meeting minutes.

New Business:

A. Establish date for Chief, Captain, and Lieutenant promotional exams.

After discussion, motion by Commissioner Hoffman, second by President Mardis, to set the following dates, place, and time for the following promotional testing:

- Chief Testing – Monday, July 26, 2021, 6:00 p.m. Northside Fire Station
- Captain Testing – Tuesday, July 27, 2021, 6:00 p.m. Northside Fire Station
- Lieutenant Testing – Wednesday, July 28, 2021, 6:00 p.m. Northside Fire Station

Deputy Clerk Heather Carl provided to all meeting participants the list of the current reading books for Chief, Captain, and Lieutenant.

Chief:

1. *Chief Officer* 4th Edition, IFSTA
2. *The Fire Chief's Handbook*, 7th Edition
3. *Incident Command System Model Procedures Guide for Incidents Involving Structural Fire Fighting, High-rise, Multi-Casualty, Highway, and Managing Large-Scale Incidents Using NIMS-ICS*
4. *The 5 Levels of Leadership*, John Maxwell

Captain:

1. *Incident Command System Model Procedures Guide for Incidents Involving Structural Fire Fighting, High-rise, Multi-Casualty, Highway, and Managing Large-Scale Incidents Using NIMS-ICS*
2. *Management in the Fire Service*, 5th Edition, NFPA
3. *Fire Inspection and Code Enforcement*, 8th Edition, IFSTA

4. *Developing the Leader within 2.0*, John Maxwell

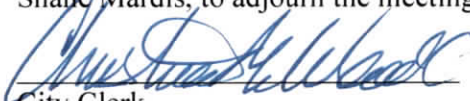
Lieutenant:

1. *Essentials of Fire Fighting and Department Operations*, 7th Edition, IFSTA
2. *Fire and Emergency Services Company Officer*, 6th Edition, IFSTA
3. *Building Construction for the Fire Service*, 6th Edition, NFPA
4. *Management in the Fire Service*, 5th Edition, NFPA

MISCELLANEOUS ITEMS:

- A. Gary Freshour asked if it was possible to get the page numbers of the questions for each book, because of the books being so large. President Mardis stated there will be 25 questions from each book to equal 100 points.
- B. Jayson Nicewarner requested from the Commissioners to consider changing the promotional grading scale from a 75/25 to a 70/30. Deputy Clerk Heather Carl stated that the Police Civil Service Commission (PCSC) uses the 70/30 for Entry-level testing, and promotional 70/30 with additional criteria. The PCSC does not have a passing score of 70/30. President Mardis requested that the group table this request for now until more information can be retained. Deputy Clerk Carl stated that she would send the PCSC Rules and Regulations to all for review.

Adjournment: There being no further business, motion by Commissioner Noel Hoffman, second by President Shane Mardis, to adjourn the meeting. Time: 10:18 a.m.



City Clerk



President Mardis