CIVIL SERVICE MEETING
August 3, 2020 Minutes

The meeting was called to order at the Shaler Township Municipal Building Conference Room at approximately 6:00 P.M. by Chairman John Benty as follows:

PRESENT: John Benty, Chairman; Edward Wesolek, Patrick Murray, Alternate
ALSO PRESENT: Sean Frank, Chief of Police; Timothy J. Rogers, Township Manager

Possible Approval of Minutes of the Regular Meeting of February 19, 2020
The first item on the agenda was the possible approval of the minutes of the regular meeting of February 19, 2020. Mr. Wesolek moved, seconded by Mr. Murray that the Regular meeting minutes of the Shaler Township Civil Service Commission dated February 19, 2020 be approved as received. The motion was carried.

Approval of Request of the Township Board of Commissioners to approve testing for a new Eligibility List
The next item of business was the request for approval from the Township Board of Commissioners to hold Police Officer Testing for the creation of a new Eligibility List. Mr. Murray moved, seconded by Mr. Wesolek to approve the request from the Township Board of Commissioners to hold Police Officer Testing for the creation of a new Eligibility List. The motion was carried.

Approval of Resolution No. 2-2020 - Authorization of Manager Rogers to Assist Commission.
The next item of business was approval of Resolution No. 2-2020. Mr. Murray moved, seconded by Mr. Wesolek that pursuant to Section 2.7 of the Civil Service Rules the Civil Service Commission adopts Resolution No. 2-2020, authorizing the Township Manager Timothy J. Rogers to take any and all steps necessary to assist the Civil Service Commission in the Civil Service Examination Process for 2020, through completion. The motion was carried.

Approval of Resolution No. 3-2020 - Appointment of Written Examiner.
The next item of business was approval of Resolution No. 3-2020. Mr. Wesolek moved, seconded by Mr. Murray that pursuant to Section 2.7 of the Civil Service Rules, the Civil Service Commission adopt Resolution No. 3-2020 and that the PA Chiefs of Police Association be appointed to conduct and grade the 2020 written police officer civil service examination. The motion was carried.

Approval of Resolution No. 4-2020- Appointment of Oral Examiner.
The next item of business was the approval of Resolution No. 4-2020. Mr. Wesolek moved, seconded by Mr. Murray that pursuant to Section 2.7 of the Civil Service Rules, Resolution No. 4-2020 be adopted and that the Police Chiefs Advisory Committee of the North Hills Council of Governments be appointed to conduct and grade the 2020 oral police officer civil service examination. The motion was carried.
Approval of Resolution No. 5-2020 - Appointment of Physical Agility Examiner.

The next item of business was the approval of Resolution No. 5-2020. Mr. Murray moved, seconded by Mr. Wesolek that pursuant to Section 2.7 of the Civil Service Rules, Resolution No. 5-2020 be adopted and that the Allegheny County Police Academy be appointed to conduct the 2020 physical agility examinations. The motion was carried.

Approval of Resolution No. 6-2020- Appointment of Polygraph Examiners.

The next item of business was the approval of Resolution No. 6-2020. Mr. Murray moved, seconded by Mr. Wesolek that pursuant to Section 2.7 of the Civil Service Rules, Resolution No. 6-2020 be adopted and that William Barrett of Assured Polygraph Services be appointed the primary polygraph examiner and that Scott Patterson, be appointed the alternate polygraph examiner to conduct the polygraph examinations for the Civil Service Examination Process in 2020, through completion. The motion was carried.

Approval of Resolution No. 7-2020 - Appointment of Drug Screen Examiner.

The next item of business was the approval of Resolution No. 7-2020. Mr. Wesolek moved, seconded by Mr. Murray that pursuant to Section 2.7 of the Civil Service Rules, Resolution No. 7-2020 be adopted and that the Passavant Professional Associates d/b/a HAPPI UPMC Passavant, be appointed to conduct the drug screen examinations for the Civil Service Examination Process in 2020, through completion. The motion was carried.

Approval of Resolution No. 8-2020 - Appointment of Background Investigation Examiners

The next item of business was the approval of Resolution No. 8-2020. Mr. Wesolek moved, seconded by Mr. Murray that pursuant to Section 2.7 of the Civil Service Rules, that Resolution No. 8-2020 be adopted and that the Township Chief of Police or his Designee be appointed to conduct all necessary interviews and credit checks for the Civil Service Examination Process in 2020, through completion, and that CSI Corporate Security and Investigations, Inc., assist in all other aspects of the 2020 background investigations. The motion was carried.

Approval of 2020 Civil Service Police Officer Application Package.

The next item of business was the approval of the 2020 Civil Service Police Officer Application Package. Mr. Murray moved, seconded by Mr. Wesolek that the 2020 Civil Service Police Officer Application Package be approved and that the Township Manager be authorized to place the 2020 Police Officer Application Package on the Township Website with the Rules of the Civil Service Commission. The motion was carried.

NO COMMENTS

There being no further business, Mr. Wesolek moved, seconded by Mr. Murray that the meeting be adjourned at 6:15 p.m.

Respectfully submitted,