

Ken Courtney ✓

ACT 78 CIVIL SERVICE COMMISSION
May 11, 1978

A meeting of the Troy Act 78 Civil Service Commission was held on the above date at 7:30 P.M. in the Council Chambers of Troy City Hall. In attendance were Commissioners Bill Cole, Don Michaelson and R. J. Wangbichler. Also in attendance were Frank Gerstenecker, City Manager, Ed Rollinger, President of TCOA, Dan Bartley, President of TPOA, Dr. Dave Jones of Arthur Young & Company and John Szerlag, Administrative Aide to the City Manager.

I. Moved by: Cole

Supported by: Michaelson

RESOLVED, that the minutes of the Act 78 Civil Service Commission meeting of February 27, 1978 be amended to read as follows:

RESOLVED, that R. J. Wangbichler is hereby appointed as an Act 78 Civil Service Commissioner. Such appointment will remain in effect until April 1, 1984.

BE IT FURTHER RESOLVED, that the February 27th minutes are hereby approved with the incorporation of above amendment.

Yes: 3
No: 0

- II. Dr. Jones indicated that he is a Consultant for the City and assisted in developing the Corporal examination in conjunction with the City Manager and two Police Captains. Dr. Jones also stated that input was obtained from command officers via questionnaires regarding job analysis.

Because the Commission was about to ask specific questions about the Corporal Promotional Examination, Officer Dan Bartley excused himself from the meeting at 7:55 P.M. so as not to have an unfair advantage over the other officers who would be taking the exam.

Dr. Jones indicated that the Corporal Promotional Examination would pass content validity and Frank Gerstenecker stated that the City posted resource material for the police officers to review so as to enable the police officers to get an idea on the areas of the test.

After much discussion of the content of the test, Commissioner Cole commended the City for its fine efforts in developing a job related test that should be able to predict the performance of the applicants who take the test.

Moved by: Michaelson

Supported by: Wangbichler

RESOLVED, that the Act 78 Civil Service Commission has examined the principal parts of the City of Troy Corporal Promotional Examination and

BE IT FURTHER RESOLVED, that the City Manager is instructed to use above examination to test eligible police officers for the position of Corporal.

Yes: 3
No: 0

Officer Dan Bartley returned to the meeting at 8:35 P.M.

Moved by: Cole

Supported by: Wangbichler

RESOLVED, that the Corporal Promotional Examination will be given to eligible police officers on Friday, May 19, 1978 at 1:30 P.M. in the Management Education Center.

Yes: 3
No: 0

With reference to the Oral Board, Frank Gerstenecker indicated that civilian administrators may not be as good as supervisory personnel in Police Departments. Mr. Gerstenecker also indicated that the oral board members should be well versed in the Patrol functions of police work.

Moved by: Cole

Supported by: Michaelson

RESOLVED, that the City Manager has the authority to delegate members of the Oral Board to interview applicants for the position of Corporal and

BE IT FURTHER RESOLVED, that subject Oral Board will convene on May 23rd, May 24th and May 25, 1978.

Yes: 3
No: 0

III. Frank Gerstenecker indicated that he has an exam for the position of Chief of Police which was developed by the Michigan Municipal League.

Moved by: Cole

Supported by: Michaelson

RESOLVED, that approval of the Michigan Municipal League's written examination for the position of Chief of Police be tabled until such time as the City Manager can make a determination of the following with reference to subject test:

- a. Method of development.
- b. Frequency of review.
- c. Any challenges to the test.
- d. Comments by other agencies that used the Michigan Municipal League's written examination.
- e. Content validation.

Yes: 3
No: 0

Frank Gerstenecker indicated that the Oral Examination Board members should be in City Government. Preferably, two members should be from the Police/Public Safety area and one member should be from City Management and all members should have experience in interviewing applicants for Chief of Police. Mr. Gerstenecker also indicated that it would be unfair to incorporate performance appraisals of the two Captains applying for the Chief's position because the Captains were not rated on a regular basis.

Moved by: Michaelson

Supported by: Cole

RESOLVED, that the City Manager has the authority to delegate members of the Oral Board to interview applicants for the position of Chief of Police and

BE IT FURTHER RESOLVED, that performance appraisals will not be taken into consideration when establishing the eligibility list for Chief of Police and

BE IT FURTHER RESOLVED, that when establishing final rankings for the position of Chief of Police, the written examination will constitute 60% and the oral examination will constitute 40%.

Yes: 3
No: 0

- IV. With no other regular business before the Commission, the meeting adjourned at 9:55 P.M.

Respectfully submitted,



John Szerlag
Administrative Aide
to the City Manager

JS/lm

cc: Frank Gerstenecker, City Manager
James Halsey, Fire Chief
Captain Mortensen
Captain Donovan
Ed Rollinger, President TCOA
Dan Bartley, President TPOA
Personnel File
Police Bulletin Board