



## MINUTES OF THE REGULAR CIVIL SERVICE COMMISSION MEETING

February 4, 2026

Members Present: Lindsey Campbell, Chair  
Gary Spring, Vice-Chair

Members Absent: Chuck Obendorf

Also Present: Mark Stone, Fire Chief  
Mike Lang, Assistant Fire Chief  
Heather Prusha, Police Chief  
Kyle Herman, Council President  
Samantha Arnold, HR Generalist  
Debra Bennington, Commission Secretary

### 1. CALL TO ORDER & ATTENDANCE

Ms. Campbell called the regular Civil Service Commission meeting of February 4, 2026, to order at 7:58 AM and Ms. Bennington called the roll.

### 2. APPROVAL OF MINUTES

#### Motion:

Mr. Spring moved to approve the minutes of December 17, 2025, as written; seconded by Ms. Campbell.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

### 3. NEW BUSINESS

#### A. POLICE OFFICER ENTRANCE EXAMINATION

The Commission reviewed the police officer eligibility list submitted for approval. Chief Prusha stated the written exam was held in December 2025 and forty-three (43) people tested. Mr. Spring stated there are ten (10) people on the list and asked what happened to the remainder. Chief Prusha replied twenty-six (26) people passed the exam and went through a physical agility test. The people who failed the agility test were removed.

Motion:

Ms. Campbell moved to terminate the existing list that was certified on 8/7/2024; seconded by Mr. Spring.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

Ms. Campbell moved to certify the police officer entrance examination list; seconded by Mr. Spring.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

**B. POLICE SERGEANT PROMOTIONAL EXAMINATION**

The Commission reviewed the police sergeant eligibility list submitted for approval. Chief Prusha stated the written exam was held in December 2025 using Ryan-Ramsey HR Solutions and the assessment center in January 2026 using the Ohio Association of Chiefs of Police. Ms. Campbell stated there are five (5) names on the list and asked if that was all that went through the process. Chief Prusha stated six (6) people tested, but one person withdrew themselves from the list.

Motion:

Ms. Campbell moved to terminate the police sergeant promotional examination list that was certified on 4/5/2024; seconded by Mr. Spring.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

Mr. Spring moved to certify the list; seconded by Ms. Campbell.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

**C. POLICE OFFICER LATERAL TRANSFER**

The Commission reviewed the police officer lateral transfer eligibility list submitted for approval. Chief Prusha stated it is an open application period, and we may come back to recertify the list as we get more applicants. Mr. Spring requested clarification on how the list would be used and if we would hire off the police officer list then fill in with the lateral transfer list. Chief Prusha responded we would use a combination of the lists to hire the most qualified person.

Motion:

Mr. Spring moved to certify the lateral list; seconded by Ms. Campbell.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

D. FIRE CAPTAIN PROMOTIONAL EXAMINATION

Chief Stone stated we will need an exam later this summer due to upcoming promotions from his departure and a captain who is leaving in January. Ten (10) people will be eligible to take the test, and we anticipate six (6) people will. He requested using Ryan-Ramsey HR Solutions for the written exam and the Ohio Fire Chiefs’ Association for the assessment center stating we have been pleased with their performance in the past. The Commission reviewed the pricing proposals submitted by each agency.

Motion:

Mr. Spring moved to approve using these two (2) testing agencies; seconded by Ms. Campbell.

Yes Votes: Spring, Campbell

No Votes: None. The motion carried.

5. ADJOURNMENT

The meeting adjourned at 8:08 AM.

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Lindsey Campbell, Chair

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Debra Bennington, Secretary

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