

**MIDDLETOWN CIVIL SERVICE COMMISSION  
MEETING MINUTES – June 16, 2022 – 8:00 A.M.  
CONFERENCE ROOM 2C**

**ROLL CALL**

Meeting called to order

Members present: Bill Becker, Vice-Chair  
Kathleen Batliner, Member

Excused: Tom Brickey, Chair

Staff Present: Chelsea Sprulock, Human Resources Specialist

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**ATTENDANCE**

**Motion:** Moved by Mr. Becker to excuse Tom Brickey from the meeting. Ms. Batliner seconded the motion. **Motion passed.**

**APPROVAL OF MINUTES**

**Motion:** Moved by Mr. Becker to approve the minutes of the meeting held May 19, 2022. Ms. Batliner seconded the motion. **Motion passed.**

**NEW BUSINESS**

**1. Eligibility Lists**

- a) **Patrol Officer-** Chelsea Spurlock advised the Commission that an open test was held on Wednesday, May 18, 2022. The applicant passed both the written and physical portions of the examination. Ms. Spurlock stated the department reviewed the application and recommends the applicant to remain on the eligibility list. Mr. Brickey came in prior to the meeting to review the application. **Motion:** Moved by Ms. Batliner to approve the eligibility list for Patrol Officer. Mr. Becker seconded the motion. **Motion passed.**
  
- b) **Corrections Officer-** Chelsea Spurlock advised the Commission that two open tests were held. The first was held on Tuesday, May 24, 2022 and the second was held on Wednesday, June 8, 2022. Ms. Spurlock stated both applicants passed the written and physical portions of the exams. Ms. Spurlock further stated the department reviewed the applications and recommends both to remain on the eligibility list. Mr. Brickey came in prior to the meeting to review the applications. **Motion:** Moved by Ms. Batliner to approve the eligibility lists for Corrections Officer. Mr. Becker seconded the motion. **Motion passed.**

- c) **Firefighter EMT**- Chelsea Spurlock advised that 34 applied and 5 were no shows and 29 had taken the written examination held on Saturday, April 23, 2022. Ms. Spurlock stated 24 applicants passed and 5 failed the written examination. She further stated the 24 applicants moved onto the physical agility which was held on Tuesday, May 31, 2022. She informed the Commission 12 passed, 4 failed, and 8 were no shows. Ms. Spurlock stated the department reviewed the applications and recommends the applicants to remain on the list. Mr. Brickey came in prior to the meeting to review the applications. **Motion:** Moved by Ms. Batliner to approve the eligibility list for Firefighter EMT. Mr. Becker seconded the motion. **Motion passed.**
- d) **Dispatcher**- Chelsea Spurlock advised that 15 applied, 6 passed the written examination held on Saturday, June 4, 2022 and 9 were no shows. Ms. Spurlock stated the department reviewed the applications and recommends the applicants to remain on the list. Mr. Brickey came in prior to the meeting to review the applications. **Motion:** Moved by Ms. Batliner to approve the eligibility list for Dispatcher. Mr. Becker seconded the motion. **Motion passed**

**2. Update on Job Announcements/Exams**

Commission received the job posting for Maintenance Worker. Ms. Spurlock stated the Commission will be receiving the eligibility list at the next meeting.

**REPORTS**

**1. Personnel Transactions**

Commission received the Personnel Transactions for the month of May 2022.

**ADJOURN**

Ms. Spurlock advised that the next meeting is scheduled for July 21, 2022. **Motion:** Moved by Ms. Batliner to adjourn the meeting. Mr. Becker seconded the motion. **Motion passed.**

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Bill Becker, Vice-Chair

Approved: \_\_\_\_\_