

**MIDDLETOWN CIVIL SERVICE COMMISSION  
MEETING MINUTES - August 17, 2023 - 8:00 A.M.  
CONFERENCEROOM2C**

**ROLL CALL**

Meeting called to order

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

Staff Present: Megan Ellis, Acting Civil Service Secretary  
Chelsea Spurlock, Human Resources Specialist

**APPROVAL OF MINUTES**

**Motion:** Moved by Mr. Brickey to approve the minutes of the meetings held July 20, 2023. Ms. Batliner seconded the motion. **Motion passed.**

**NEW BUSINESS**

**1. Eligibility Lists**

- a) **Firefighter EMT-** Megan Ellis advised the Civil Service Commission that 30 applied to take the written exam held on Tuesday, July 11, 2023. Ms. Ellis informed the commission we had 11 no shows and 19 had taken the written exam. Ms. Ellis stated 5 failed and 14 passed the written examination. She further stated the 14 candidates moved onto the physical agility that was held on Tuesday, July 25, 2023. Of the 14 candidates there was 1 no show, 1 failed the physical and 12 passed the physical agility. Ms. Ellis stated the department reviewed the applications and recommends them to remain on the eligibility list. Ms. Batliner came in prior to the meeting and reviewed the applications.  
**Motion:** Moved by Mr. Becker to approve the eligibility lists for Firefighter EMT. Mr. Brickey seconded the motion. **Motion passed.**

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

Commission received the job announcements and exam information for Equipment Operator, Maintenance Worker, Secretary, and Patrol Officer. Ms. Ellis stated commission would be receiving the eligibility list at the next civil service meeting.

**REPORTS**

**1. Personnel Transactions**

Commission received the Personnel Transactions for the month of July 2023.

**ADJOURN**

Megan Ellis advised that the meeting is September 21, 2023. **Motion:** Moved by Ms. Batliner to adjourn the meeting. Mr. Brickey seconded the motion. **Motion passed.**

Tom Brickey, Chair

Approved: — — — — —