

FIRE CIVIL SERVICE COMMISSION

September 6, 2019

10:00 pm

City Hall Council Chambers

PRESENT: President Shane Mardis, Commissioner Noel Hoffman, City Clerk Christine Wade, Deputy Clerk Heather Carl, and Chief Mark Caravasos. Time: 10:02 a.m. Commissioner Michael Jacks was absent.

President Mardis called the meeting to order.

APPROVAL OF MINUTES: Motion by Hoffman, second by Mardis, to approve the minutes from July 25, 2019, as printed.

New Business:

A. Establish timeline to begin the process for new hires:

After discussion, there will be 2 openings at the end of September. The Commission has set dates for the following:

- Accepting Applications – Monday, September 9, 2019 to Friday, October 18, 2019 at 5:00 p.m.
- Open House Agility Tests – Saturday, September 21, 2019 and Saturday, October 19, 2019, from 1:00 p.m. – 5:00 p.m. at the Northside Fire Station.
- Agility test will be on Saturday, October 26, 2019, at Northside Fire Station starting at 8:00 a.m. until the last applicant.
- Written test will be on Monday, November 25, 2019, at 6:00 p.m. location to be determined at a later date.

Miscellaneous Items:

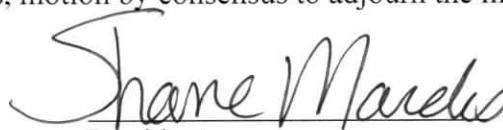
A. Begin to look for a place to hold the Entry Level Firefighter Written Test.

ADJOURNMENT: There being no further business, motion by consensus to adjourn the meeting.
Time: 10:20 a.m.

Prepared by:

Heather R. Carl

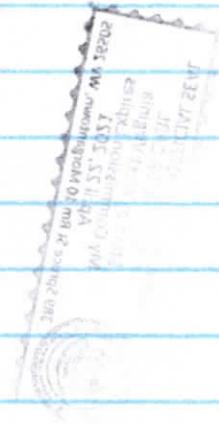
Date Approved: 12-3-19


President

Fire Civil Service:

9-6-19

- 1 Chief
- 2 Shane
- 3 Noel
- 4 Christine
- 5 Heather
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FIRE DEPARTMENT
ADMINISTRATIVE OFFICES
BUSINESS PHONE
(304) 284-7480

The City of Morgantown
West Virginia



300 SPRUCE STREET
MORGANTOWN, W.V. 26505
FAX: (304) 284-7503

To: Paul Brake, City Manager
From: Chief Caravasos
RE: Request for Civil Service Testing – Candidate List
Date: August 20, 2019

Following the retirements of FFC Joseph Guido and FFC Mark Blaker, and the tentative hiring of Andrew Waxman and Philip Fobare, we have exhausted our Civil Service Candidate List. I respectfully request you notify the Fire Civil Service Commission to begin the process of establishing a new candidate list for the Morgantown Fire Department.

Following the establishment of the new list we will immediately begin interviews for one position (Lt. Neal Murphy's position) and possibly a second position, as FFC Mitchell Beall has indicated that he will be submitting his resignation in September to pursue an offer of employment with the Federal Bureau of Investigation.