

MINUTES OF THE CIVIL SERVICE COMMISSION MEETING
Mayfield Village Main Conference Room -Mayfield Village Civic Center
6622 Wilson Mills Road, Mayfield Village, Ohio
Wednesday, October 15, 2025 – 5:00 p.m.

The Civil Service Commission met on Wednesday, October 15, 2025, in the Main Conference Room at the Mayfield Village Civic Center. Chairman DeBaggis called the meeting to order at 5:02 p.m.

Present: Mr. DeBaggis
 Mr. Bucci

Absent: Mr. Tarkowsky

• **Approval of Minutes of Meeting of Wednesday, May 14, 2025**

Chairman DeBaggis stated, the Commission has received a copy of the Minutes from Wednesday, May 14, 2025. May I have a motion to approve?

Mr. Bucci, seconded by Chairman DeBaggis, moved to approve the Minutes of the Meeting of Wednesday, May 14, 2025.

Chairman DeBaggis asked, any discussion?

There was none.

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| ROLL CALL: | Ayes: All | Motion Carried |
| | Nays: None | Minutes of May 14, 2025 |
| | | Approved as Written |

Chairman DeBaggis stated, the Minutes are accepted.

• **Police Department**
 - **Sergeant Promotional**

Chairman DeBaggis stated, Chief Matias is unavailable for this evening's meeting, so he asked me to remind the Commission of the following chronology which relates to the Certified List for Sergeant Promotional.

Chairman DeBaggis stated, upon the retirement of Sergeant Kathryn Troyer in 2024, the Commission administered a promotional examination for Sergeant. On October 28, 2024, the Commission met to review the results and certify the list. In November, Patrol Officer Steven Palka was promoted to Police Sergeant.

Earlier this year, Lieutenant Paul Jablonski retired from the Police Department. The Commission administered a promotional examination for Lieutenant which resulted in the promotion of Sergeant Manypenny to Lieutenant. Sergeant Manypenny's promotion created an opening for Sergeant. On April 27, 2025, Patrol Officer Andrew Duffy was promoted to Sergeant.

The Certified List for Sergeant Promotional expires on October 28, 2025. Pursuant to the Rules of the Commission, this list can be extended for six (6) months and then for an additional six (6) months. Chief Matias is requesting that the Commission extend the list for six months.

. **Motion to certify the Sergeant Promotional List for Police Department for an additional (6) months to April 28, 2026.**

Chairman DeBaggis, seconded by Mr. Bucci, made a motion to certify the Sergeant Promotional List for Police Department for an additional (6) months to April 28, 2026.

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| ROLL CALL: | Ayes: All | Motion Carried |
| | Nays: None | Sergeant Promotional List |
| | | Extended to April 28, 2026 |

. **Fire Department Update**

Chairman DeBaggis stated, Chief Carcioppolo has asked me to report to the Commission that the Multi-Regional Examination for Firefighter/Paramedic took place on Tuesday, September 30, 2025. Approximately 130 applicants took the test. The results are in and are being reviewed for accuracy. Once the results are finalized, the Fire Department will be asking the Commission to meet and certify the list.

. **Service Department**

Chairman DeBaggis stated, Service Director Frank Stupczy has advised that he has nothing to report to the Commission on behalf of the Service Department.

ANY OTHER MATTERS

Chairman DeBaggis asked, are there any other matters to come before the Commission?

Chairman DeBaggis stated, on the upcoming ballot for consideration at November's General Election are proposed Charter amendments. One of the amendments proposes a clarification to more clearly set forth which administrative positions are included in the classified service and unclassified service and subject to Civil Service. The existing language is being updated to define the administrative positions subject to Civil Service. There are no positions being added to or removed from Civil Service.

Chairman DeBaggis stated, the next meeting will be scheduled when the results of Firefighter/Paramedic are received.

ADJOURNMENT

There being no further matters, Mr. Bucci, seconded by Chairman DeBaggis, made a motion to adjourn the meeting. The meeting was adjourned at 5:08 p.m.

Respectfully submitted,

Mary E. Betsa, MMC, Secretary