



MASSILLON CIVIL SERVICE COMMISSION

SPECIAL MEETING

LOCATION: Getz Building
DATE: Monday May 5, 2025
TIME: 5:00 pm

Minutes

CALL TO ORDER: By Campbell at 5:04 PM

ROLL CALL: Campbell, Violand, Thieret, Tom Burgasser, Renee Baker(joined later)

NEW BUSINESS: Certify Candidate list for Engineer Technician I
This announcement was not properly posted. After corrections made job will be reposted

Approve Posting for the position of Automotive Diesel Mechanic
Motion: Campbell, 2nd Violand **VOTE 2 YES**

Approve Fire Department Job Descriptions
Firefighter/Paramedic Cadet

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Firefighter Cadet

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Firefighter/Paramedic

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Fire Captain

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Fire Captain/Paramedic

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Assistant Fire Chief

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Fire Chief

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Superintendent of Buildings (Fire Marshal)

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Fire Safety Inspector

Motion: Campbell, 2nd Violand **VOTE 2 YES**



Fire Department Job Descriptions (continued)

EMS Coordinator

Motion: Campbell, 2nd Violand **VOTE 2 YES**

Discuss Open Meeting Law

Meetings and agendas and minutes to be published on the City of Massillon website and posted at the Civil Service office and emailed to all interested parties.

Discuss Job Descriptions

Job descriptions for all department jobs to be updated and filed for easy retrieval. – Continue to next meeting

Discuss Updating Job Classifications – Continue to next meeting

Discuss Testing / Resume Review – Continue to next meeting

Discuss City Rules and Regulations Changes

Rule 13 Probation period discussed. – Continue to next meeting

NEXT MEETING: Monday May 12, 2025

ADJOURN Motion Violand, 2nd Campbell **VOTE 2 YES**
6:01 PM