

Minutes of a Meeting of
City of Bay Village Civil Service Commission

held January 10, 2023

Present: Thomas Wynne, John Bingaman, Brian Cruse.

Also present: Mayor Koomar, Law Director Barbour, Police Chief Gillespie, Police Lieutenant Palmer, Human Resource Director Demaline, Clerk of Council Joan Kemper.

Mr. Wynne called the first meeting of the Civil Service Commission in the year 2023 to order at 8:00 a.m.

Motion by Cruse, second by Bingaman, to approve the minutes of the Civil Service Meeting held November 10, 2022.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse

Nays – None.

Motion carried 3-0.

Mayor Koomar stated that he has discussed with Chairman Wynne regarding Human Resource Demaline becoming more involved from the standpoint that things have involved through the years with Human Resources and employment policies. The recommendation is to have Ms. Demaline be the official clerk of the Civil Service Commission, along with a motion from the Civil Service Commission that Joan Kemper be kept on board to keep the minutes of the meetings.

Motion by Cruse, second by Wynne, to appoint Jennifer Demaline as the Civil Service Commission Secretary and to appoint Joan Kemper as the Recording Secretary of the Civil Service Commission.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse

Nays – None.

Motion carried 3-0.

Mr. Wynne addressed Ms. Kemper stating that she has done a wonderful job over the years. He stated that she has been the go-to person, always advising the commissioners on what to do, knowing the rules, and was always the right person. Mr. Wynne stated that he is glad Ms. Kemper is going to stay on and help with the minutes. He will always appreciate and continue to appreciate the hard work Ms. Kemper does for the Civil Service Commission.

Mr. Bingaman stated that he definitely echoes Mr. Wynne's words, noting that he does not think the Civil Service Commission could have functioned without Ms. Kemper. She was definitely the glue that held us together. There always comes a time when you look to succession planning.

Ms. Demaline stated that she looks forward to partnering with Ms. Kemper and having a more active role with the Civil Service Commission, appreciating her guidance as they go forward.

Update to Civil Service Rules

Mr. Wynne advised that amendments to the City of Bay Village Charter were adopted at the election held November 8, 2022. Three of the amendments to the Charter were related to the functions of the Civil Service Commission.

ARTICLE VI

CIVIL SERVICE COMMISSION

Section 6.3 CLASSIFICATION OF SERVICE (change shown in italics)

The civil service of the City is hereby divided into classified and unclassified service. The classified service shall include all sworn members of the police and fire departments, including Chief of Police Department and Chief of the Fire Department, and all full-time Police, Fire/EMS Dispatchers. The unclassified service shall include all directors other than classified members, elected officials, members of boards and commissions, and all employees not specifically included in the classified service.

All original appointments shall be for a probationary period of one (1) year, except for the Divisions of Fire and Police which shall be for two (2) years. All promotional appointments shall be for a probationary period of *twelve (12) months*. During the probationary period for original appointees, the employee may be dismissed, removed or reduced without restriction by the appointing authority. At the end of the probationary period for promotional appointees, the appointing authority shall transmit to the Civil Service Commission a record of the promoted employee's service, and if such service is unsatisfactory the promoted employee may, with the approval of the Civil Service Commission, be reduced to the position previously held by such employee without restriction, but reduction or dismissal may be made during the promoted employee's probationary period as is otherwise provided by law.

Section 6.4 DUTIES (change shown in italics)

Language approved by the Charter Review Commission for change:

The Commission shall provide by *rules of Civil Service Commission* for ascertainment of merit and fitness in the classified service of the City, *as required by the Constitution of the State of Ohio; for the basis and method for determination of eligibility, certification, appointment and promotion of candidates for the positions in the classified service; for the conduct of the affairs of the commission; and for appeals from the action of the Mayor in any case of transfer, reduction or removal, and the action of the Commission on any such appeal shall be final.* The Commission shall keep a record of its proceedings and examinations, which shall be open to public inspection. *The Commission shall have the authority to*

adopt rules and regulations in accordance with home rule which may differ from State law, to govern its proceedings and fulfill its duties hereunder, and in such event of a conflict with State law, rules adopted by the Commission shall supersede provisions of State law and be determinative and govern the Commission's proceedings.

Language approved by the Charter Review Commission for change:

Section 6.5 REMOVAL

The Mayor may at any time suspend any Commissioner for inefficiency, neglect of duty, malfeasance, misfeasance or nonfeasance in office, incapacity or incompetency, provided however that such suspension shall not be effective without the concurrence of two-thirds (2/3) of the total number of Councilmen provided for in this Charter, *and* until such Commissioner shall have been notified in writing of the charge against him at least ten (10) days in advance of any hearing upon such charge, and he or his counsel has been given an opportunity to be heard, present evidence, or examine any witness appearing in support of such charge.

Mr. Wynne stated that with the adoption of these amendments by the electorate, a change in the Civil Service Rules and Regulations is now necessary. Law Director Barbour has provided a memorandum dated December 22, 2022 that speaks to the Charter amendments and how the rules could be revised to mesh with the change to the Charter.

Mr. Wynne noted further that with the Charter amendment the definition of Civil Service that used to include all of the employees that were not on the unclassified list has been turned around and now we have an express list and anyone who is not on the express list of classified employees would not be under Civil Service.

Mr. Barbour stated that Mr. Wynne's statement is correct. The Charter amendments list the classified employees as police and fire, including full time dispatch, and excludes all other employees.

Mr. Wynne stated that Mr. Barbour is recommending the following changes to the Civil Service Rules and Regulations:

The definition of Classified and Unclassified Service in Rule 1 – Definition of Terms.

Mr. Barbour explained that Rule 1 tracks the Charter language that existed when the rules were enacted and subsequently amended. The Charter language was changed when the recommendations of the Charter Review Commission were adopted. The old language and the new language of the Charter were provided by Mr. Barbour in a redline version, and a version showing the new rules as they would be adopted.

Mr. Barbour noted that his recommendation also is that Rule IV of the Civil Service Rules and Regulations is no longer needed. Mr. Wynne noted that what the Civil Service Commission rules over is stated in the definitions.

As a member of the Charter Review Commission, Mr. Cruse noted that what Mr. Barbour is recommending is absolutely consistent with the amendments that were passed. Mr. Cruse stated that the editor's note in Rule IV is completely appropriate, and asked if there should be a statement saying that this page is being retained for consistency of numbering, or "Reserved" in brackets.

The memorandum from Mr. Barbour dated December 22, 2022 as previously referenced is attached to these minutes as if fully incorporated herein. Mr. Wynne suggested that the editor's note in Rule IV should reference the minutes of the Civil Service Commission of January 10, 2023.

Mr. Cruse discussed Rule XVII of the Rules of the Civil Service Commission stating:

RULE XVII - AMENDMENTS

The Commission shall have the authority to change, amend, revoke, or modify these Rules, or any Rule herein or any part thereof, by a majority vote of the Commission, provided one (1) week's notice of such proposed change, together with the text or summary of the proposal shall be given by publication as directed by the Commission and by posting on the bulletin board of the City Hall.

All changes, amendments, revocations and modifications to these Rules shall also be provided to City Council.

These Rules and all amendments thereto shall be published in accordance with City ordinance.

Mr. Barbour noted that if there are no objections expressed, the amendments to the Rules of the Civil Service Commission would become effective upon the expiration of the posting time of the notice.

Mr. Bingaman asked that Rule 1, Definition of Terms, (2) presently reading:

"Civil service", standing alone, refers to and includes all employees in the service of the City of Bay Village in the classified service of the City of Bay Village" be amended to read: "Civil service, standing along, refers to and includes all employees in the classified service of the City of Bay Village."

Mr. Bingaman also suggested that "Space Force" be added under Rule 6, a., to read:

6. "Armed Forces" means one or all of the following:

a. United States Army, Navy, Marine Corps., Air Force, Coast Guard, and Space Force;

Motion by Cruse, second by Mr. Bingaman, that the Civil Service Commission adopt the changes to Rule I, Definition of Terms, of the Rules and Regulations of the Civil Service Commission in line with the changes proposed by Law Director Barbour in his memorandum and editor's note regarding Rule IV Classification dated December 22, 2022, and as amended by discussions in this meeting of the Civil Service Commission, said change to become effective on the Commission's compliance with the requirements of Rule XVII.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse
Nays – None.

Motion carried 3-0.

Motion by Cruse, second by Mr. Bingaman, that the Civil Service Commission adopt the changes to Rule IV of the Rules and Regulations of the Civil Service Commission in line with the changes proposed by Law Director Barbour in his memorandum, and editor’s note, dated December 22, 2022, noting that Rule IV shall be marked as “Reserved” and as amended by discussions in this meeting of the Civil Service Commission, said change to become effective on the Commission’s compliance with the requirements of Rule XVII.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse
Nays – None.

Motion carried 3-0.

Motion by Cruse, second by Bingaman that Law Director Barbour’s memorandum dated December 22, 2022 be included as an exhibit in the minutes of this meeting.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse
Nays – None.

Motion carried 3-0.

Law Director Barbour stated that the minutes shall reflect that notices will be posted at the Bay Village branch of the Cuyahoga County Library, the bulletin board in the lobby of city hall, and on the City of Bay Village website for a period of one week and if there is no objection or need to revisit, the change will become effective at that time.

Updates on the open testing for the position of Entry Level Police Officer

Secretary Demaline stated that a strong amount of recruiting is underway by Secretary Demaline, Police Chief Gillespie, and Lieutenant Mark Palmer. Chief Gillespie reported that thirty applicants have taken the test to date, with four more applicants scheduled for testing. Chief Gillespie stated that they are using a multi-prong approach with physical signs posted around the City of Bay Village and a banner in front of the police station advertising the recruiting of applicants. The Chief noted that they are also advertising via the internet and digital newspapers. Representatives of the Police Department have visited the police academies, and are reaching out specifically to veterans through Rally Point. Ms. Demaline met with a veteran recruiter who provided a wealth

of information. There have been postings with “Ohio Means Jobs.Com” which will load to the National Labor Exchange that targets veterans.

Mr. Bingaman stated that Rally Point is essentially like a bulletin board. Mr. Bingaman receives information from them.

Ms. Demaline stated that the City of Bay Village website has also been enhanced to draw more attention to the position. In addition, the position is advertised on Linked In, Indeed, the Mayor’s email blast, the City signboard, Facebook for the City, Facebook for the Police Department, Ohio Municipal League, and Fox 8 Jobs.

Testing opportunities for the position of Entry Level Police Officer will end on January 31, 2023. A Civil Service meeting will be held on Tuesday, February 7, 2023 at 8:30 a.m. to certify the results of the test.

Lateral Hiring

Mr. Barbour advised that there will be information forthcoming for the February 7 meeting to begin adding lateral hiring to the Civil Service Rules. The City of Bay Village has retained Todd Hunt who has helped with the Civil Service Rules. Mr. Hunt switched law firms at the end of the year, from the Walter Haverfield Firm to the Roetzel Law Firm, along with the entire municipal law group from Walter Haverfield. Mr. Hunt contacted Mr. Barbour at the end of November and asked if he could delay his work because of the transition.

Ms. Demaline advised that the City of Bay Village has hired Justin Baumann as a Firefighter and Police Officer Garrett Hruby. Both hirings took place in December of 2022.

Detective Sergeant Jay Elish was selected as Police Officer of the Year. Chief Gillespie noted that Detective Jay Elish does a tremendous amount of work and provides training to relatively new detectives. Detective Elish has a superior work ethic.

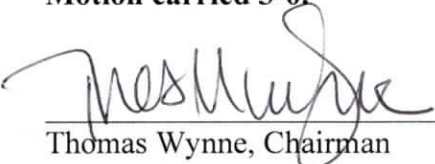
Mr. Cruse suggested that a table of contents for the new Rules of the Civil Service Commission be incorporated as part of the rules.

Motion by Cruse, second by Wynne to adjourn at 8:30 a.m.

Roll Call Vote:

Yeas – Wynne, Bingaman, Cruse.
Nays – None.

Motion carried 3-0.



Thomas Wynne, Chairman



Joan Kemper, Secretary



Memorandum

To: Civil Service Commission
From: Mark E. Barbour, Law Director
CC: Jen Demaline, Human Resources Director
Date: December 22, 2022
Re: Amendments to Charter Section 6.3 Relating to Civil Service Rules I and IV

The Charter Review Commission recommended changes to the Bay Village Charter and thus recommendations were placed before the voters on November 8, 2022. The voters adopted these changes by solid majorities and the election has been certified.

The primary change affecting the Civil Service Commission regards Section 6.3. A copy of the former Section 6.3 and the newly adopted Section 6.3 are attached. The primary result is that the classified service is defined as the members of the police and fire departments along with dispatcher. All other employees, elected officials, and members of boards and commissions are members of the unclassified service, and not covered by Civil Service.

It appears that Civil Service Rule I "Definitions of Terms" needs changing. A copy of the current rule is provided along with a redline copy showing proposed changes, and a clean copy of the amended Rule I.

Also, it appears that Rule IV "Classifications" is no longer necessary and should be struck.

I would suggest that you consider providing an editor's note showing Rule IV was rendered unnecessary by the Charter Amendment. An alternative would be to simply remove it and renumber the subsequent rules. However, given the subject matter of this rule and the manner in which the change occurred I would suggest the use of the editor's note.

Also, the Appendix would need to be modified to reflect these changes.

I would recommend that the Civil Service Commission discuss this matter at its next meeting.

OLD SECTION 6.3 - CLASSIFICATION OF SERVICE.

The civil service of the Municipality is hereby divided into unclassified and classified service. The unclassified service shall include:

- (a) All officers elected by the people;
- (b) All directors of departments, and assistants to the directors;
- (c) All officers and employees appointed by the Council, and a secretarial assistant to the Mayor;
- (d) All members of boards or commissions appointed by the Mayor;
- (e) Provisional employees whose employment without extension by the Commission shall not exceed one hundred and twenty (120) days;
- (f) Any office or position requiring peculiar or exceptional qualification;
- (g) Persons who shall have served the Municipality with fidelity for at least one year next preceding the taking effect of this Charter so long as remaining in the same or a similar position;
- (h) Unskilled labor.

Notice of any provisional appointment shall be given in writing by the appointing authority to the Secretary of the Commission within five (5) days after such appointment is made.

The classified service shall be comprised of the Chief of the Division of Police and the Chief of the Division of Fire and all other positions not specifically included within the unclassified service.

All original appointments shall be for a probationary period of one (1) year, except for the Divisions of Fire and Police which shall be for two (2) years. All promotional appointments shall be for a probationary period of four (4) months. During the probationary period for original appointees, the employee may be dismissed, removed or reduced without restriction by the appointing authority. At the end of the probationary period for promotional appointees, the appointing authority shall transmit to the Civil Service Commission a record of the promoted employee's service, and if such service is unsatisfactory the promoted employee may, with the approval of the Civil Service Commission, be reduced to the position previously held by such employee without restriction, but reduction or dismissal may be made during the promoted employee's probationary period as is otherwise provided by law.

NEW SECTION 6.3 CLASSIFICATION OF SERVICE

The civil service of the City is hereby divided into classified and unclassified service. The classified service shall include all sworn members of the police and fire departments, including Chief of Police Department and Chief of the Fire Department, and all full-time Police, Fire/EMS Dispatchers. The unclassified service shall include all directors other than classified members, elected officials, members of boards and commissions, and all employees not specifically included in the classified service.

All original appointments shall be for a probationary period of one (1) year, except for the Divisions of Fire and Police which shall be for two (2) years. All promotional appointments shall be for a probationary period of *twelve (12) months*. During the probationary period for original appointees, the employee may be dismissed, removed or reduced without restriction by the appointing authority. At the end of the probationary period for promotional appointees, the appointing authority shall transmit to the Civil Service Commission a record of the promoted

○ employee's service, and if such service is unsatisfactory the promoted employee may, with the approval of the Civil Service Commission, be reduced to the position previously held by such employee without restriction, but reduction or dismissal may be made during the promoted employee's probationary period as is otherwise provided by law.



PROPOSED CIVIL SERVICE RULES
REDLINE

RULE I - DEFINITION OF TERMS

The following Rules and Regulations of the Bay Village Civil Service Commission were duly revised and adopted by the Commission on January 20, 2022.

The several terms herein specified, as used in these Rules and Regulations of the Civil Service Commission of the City of Bay Village (hereinafter "Rules"), shall be defined as follows:

Editor's Note – The definition of Classified and Unclassified Service was changed as a result of Charter Section 6.3 as approved by the voters on November 8, 2022.

1. "Commission" refers to the municipal Civil Service Commission of the City of Bay Village, County of Cuyahoga, State of Ohio.
2. "Civil service", standing alone, refers to and includes all employees in the service of the City of Bay Village ~~that do not appear in paragraph 3. Below titled "Unclassified service"~~ in the classified service of the City of Bay Village.
3. ~~"Unclassified service" refers to and includes elected officials of the City, members of boards and commissions appointed by the Mayor, and the following employees in the service of the City of Bay Village:~~
 - ~~a. All officers elected by the people;~~
 - ~~b. All directors of departments and assistants to the directors;~~
 - ~~c. All officers and employees appointed by the City Council;~~
 - ~~d. The secretarial assistant to the Mayor;~~
 - ~~e. All members of boards or commissions appointed by the Mayor;~~
 - ~~f. Provisional employees whose employment, without extension by the Commission, shall not exceed one hundred twenty (120) days;~~
 - ~~g. Any office or position requiring peculiar or exceptional qualifications;~~
 - ~~h. Unskilled labor (those positions that do not require specific skills whereby testing or examination would not aid in the selection of individuals for such positions) for the City of Bay Village (exempted by Charter);~~
 - ~~i. Such other employees in the civil service as are designated members of the unclassified service by Ohio Revised Code Section 124.11; and~~

~~All part-time employees of the City. "Part-time employee" shall mean an employee who is regularly scheduled not to exceed twenty nine (29) hours per week.~~ shall include all sworn members of the police and fire departments, including the Chief of the Police Department and the Chief of the Fire Department and all full-time Police, Fire/EMS Dispatchers.

4. ~~"Unclassified service" refers to and includes the Chief of the Division of Police and the Chief of the Division of Fire and all other positions in the civil service of the City of Bay Village not included within the definition of "Unclassified service" in paragraph 3 hereof. (The list of positions in the classified service is set forth in the Appendix to these Rules.)~~ shall include all directors, other than classified members, elected officials, members of boards and commissions, and all employees not specifically included in the classified service.

5. "Appointing Authority" is the Mayor of the City of Bay Village.

6. "Armed Forces" means one or all of the following:

a. United States Army, Navy, Marine Corps, Air Force and Coast Guard;

b. United States Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve and Coast Guard Reserve;

c. Army National Guard and Air National Guard;

d. Commissioned Corps of the Public Health Service; and

e. Any other category of persons designated by the President in time of war or emergency.

7. "Charter" means the official Charter of the City of Bay Village, Ohio, as duly adopted by its electors.

8. "Secretary" means the Secretary of the City of Bay Village Civil Service Commission as duly appointed pursuant to Rule II, Section 2 herein.

RULE IV – CLASSIFICATION ~~RULE IV – CLASSIFICATION~~

Editor's Note – This section was rendered unnecessary as a result of the adoption of Charter Section 6.3 as approved by the voters on November 8, 2022.

~~Section 1. All offices and positions in the service of the City of Bay Village, except those specifically exempted by the Charter, shall be in the classified service and subject to the rules of the Commission.~~

~~Section 2. A classification is a group of positions defined by a common statement of duties and typical tasks to which has been assigned an appropriate title.~~

~~Section 3. Full-time positions in the City service existing when these Rules take effect, or hereafter created, shall be classified, unless it is exempt pursuant to the Charter, by allocation to its appropriate classification. Such allocation shall be made by the Commission.~~

~~Whenever a position shall have been allocated to its appropriate classification in the manner aforesaid, the title of that classification shall forthwith become the title of such position which shall be used for all purposes.~~

~~Section 4. Whenever a new position is established by the Appointing Authority or the duties of a position established by the Appointing Authority are so changed that the statement of duties and typical tasks of the classification to which it was originally allocated no longer applies, the Appointing Authority shall report such fact to the Commission and transmit a full statement of the circumstances and description of the duties. The Commission shall thereupon, after investigation, determine the proper classification of such position.~~

~~Section 5. The Commission shall annually make an investigation of all positions in the service to determine whether such positions are allocated to the proper classifications. The classification or reclassification in all such cases shall take effect immediately upon approval by the Commission unless the effective date is otherwise specified by the Commission.~~

~~Section 6. The Commission reserves the right to abolish, merge, or divide existing classifications.~~

~~Section 7. Wherever a position has been allocated to a new classification by virtue of merger, abolition, or division of classifications, or the creation of new classifications, the incumbent of such position, if a legal appointee, shall without examination and with approval by the Civil Service Commission, receive the title of the new classification.~~

APPENDIX

The Classified Positions for the City of Bay Village are as follows:

~~Mechanic~~
~~Building Commissioner~~
~~Clerk-Secretary~~
Police Chief
Police Lieutenant
Police Sergeant
Police Officer
Dispatcher (Full-time)
Fire Chief
Fire Captain
Fire Lieutenant
Firefighter

RULE I - DEFINITION OF TERMS

The following Rules and Regulations of the Bay Village Civil Service Commission were duly revised and adopted by the Commission on January 20, 2022.

The several terms herein specified, as used in these Rules and Regulations of the Civil Service Commission of the City of Bay Village (hereinafter "Rules"), shall be defined as follows:

Editor's Note – The definition of Classified and Unclassified Service was changed as a result of Charter Section 6.3 as approved by the voters on November 8, 2022.

1. "Commission" refers to the municipal Civil Service Commission of the City of Bay Village, County of Cuyahoga, State of Ohio.
2. "Civil service", standing alone, refers to and includes all employees in the service of the City of Bay Village in the classified service of the City of Bay Village.
3. "Classified service" shall include all sworn members of the police and fire departments, including the Chief of the Police Department and the Chief of the Fire Department and all full-time Police, Fire/EMS Dispatchers.
4. "Unclassified service" shall include all directors, other than classified members, elected officials, members of boards and commissions, and all employees not specifically included in the classified service.
5. "Appointing Authority" is the Mayor of the City of Bay Village.
6. "Armed Forces" means one or all of the following:
 - a. United States Army, Navy, Marine Corps, Air Force and Coast Guard;
 - b. United States Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve and Coast Guard Reserve;
 - c. Army National Guard and Air National Guard;
 - d. Commissioned Corps of the Public Health Service; and
 - e. Any other category of persons designated by the President in time of war or emergency.
7. "Charter" means the official Charter of the City of Bay Village, Ohio, as duly adopted by its electors.
8. "Secretary" means the Secretary of the City of Bay Village Civil Service Commission as duly appointed pursuant to Rule II, Section 2 herein.

RULE IV – CLASSIFICATION

Editor's Note -- This section was rendered unnecessary as a result of the adoption of Charter Section 6.3 as approved by the voters on November 8, 2022.

APPENDIX

The Classified Positions for the City of Bay Village are as follows:

Police Chief
Police Lieutenant
Police Sergeant
Police Officer
Dispatcher (Full-time)
Fire Chief
Fire Captain
Fire Lieutenant
Firefighter



NOTICE OF POSTING

January 10, 2023

Pursuant to Rule XVII attached are proposed changes to the Rules and Regulations of the Bay Village, Ohio Civil Service Commission.

Jennifer Demaline, Secretary
Civil Service Commission

RULE I - DEFINITION OF TERMS

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1. "Commission" refers to the municipal Civil Service Commission of the City of Bay Village, County of Cuyahoga, State of Ohio.
2. "Civil service", standing alone, refers to and includes all employees in the classified service of the City of Bay Village.
3. "Classified service" shall include all sworn members of the police and fire departments, including the Chief of the Police Department and the Chief of the Fire Department and all full-time Police, Fire/EMS Dispatchers.
4. "Unclassified service" shall include all directors, other than classified members, elected officials, members of boards and commissions, and all employees not specifically included in the classified service.
5. "Appointing Authority" is the Mayor of the City of Bay Village.
6. "Armed Forces" means one or all of the following:
 - a. United States Army, Navy, Marine Corps, Air Force, Coast Guard and Space Force;
 - b. United States Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve and Coast Guard Reserve;
 - c. Army National Guard and Air National Guard;
 - d. Commissioned Corps of the Public Health Service; and
 - e. Any other category of persons designated by the President in time of war or emergency.
7. "Charter" means the official Charter of the City of Bay Village, Ohio, as duly adopted by its electors.
8. "Secretary" means the Secretary of the City of Bay Village Civil Service Commission as duly appointed pursuant to Rule II, Section 2 herein.

RULE IV – CLASSIFICATION

[Reserved] Editor's Note – This section was rendered unnecessary as a result of the adoption of Charter Section 6.3 as approved by the voters on November 8, 2022.

APPENDIX

The Classified Positions for the City of Bay Village are as follows:

Police Chief
Police Lieutenant
Police Sergeant
Police Officer
Dispatcher (Full-time)
Fire Chief
Fire Captain
Fire Lieutenant
Firefighter