

CITY OF OBERLIN, OHIO

ORDINANCE No. 14-67 AC CMS

AN ORDINANCE DESIGNATING PART-TIME FIREFIGHTERS TO BE PART OF THE UNCLASSIFIED SERVICE OF THE CITY OF OBERLIN.

WHEREAS, the Oberlin voters recently approved Issue 27 "to authorize Oberlin City Council to designate by ordinance part-time firefighters and part-time police officers as being part of the unclassified service"; and

WHEREAS, the City of Oberlin Civil Service Commission has conducted three recruitments for part-time firefighters during 2013 and 2014 resulting in six successful candidates; and

WHEREAS, four vacancies still remain in the ranks of our part-time firefighter, compromising the Department's ability to adequately and safely respond to emergencies; and

WHEREAS, the Fire Department must remain competitive in the limited market of firefighter candidates by enhancing its recruitment and hiring process; and

WHEREAS, this Ordinance is to have prospective application only and shall not affect the status of part-time firefighters who are part of the classified service as of the effective date of this ordinance.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Oberlin, County of Lorain, State of Ohio:

SECTION 1. That part-time firefighters who are hired after January 16, 2015 are hereby designated to be part of the unclassified service of the City of Oberlin.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning or relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance shall take effect at the earliest date allowed by law.

PASSED: 1st Reading: November 17, 2014

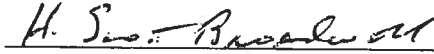
2nd Reading: December 1, 2014 (Suspension of 3 Readings Rule)

3rd Reading: \_\_\_\_\_

ATTEST:

  
\_\_\_\_\_  
BELINDA B. ANDERSON, MMC  
CLERK OF COUNCIL

POSTED: 12/02/2014

  
\_\_\_\_\_  
H. SCOTT BROADWELL  
PRESIDENT OF COUNCIL

EFFECTIVE DATE: 12/31/2014

**Regular Recruitment**

Timeline	
Time Between Recruitment Request and Recruitment	Immediate to 1 Week
Recruitment Review	2 Weeks
Agility Test	1 Week
Interviews & Aptitude Test	1-2 Weeks
Background Checks / Drug Screen / Medical Exam	1-2 Weeks
<b>TOTAL</b>	<b>7-11 Weeks</b>

Costs	
Advertising in Oberlin News Tribune	Average \$210.00
Advertising in Chronicle Telegram	Average \$152.00
Administrative Costs (Mailings, etc.)	Approx. \$15.00
Background Check	\$14.95
Drug Screen	\$41.00
<b>TOTAL</b>	<b>\$432.95</b>

**Timeline Differences Explanation**

The time between when a recruitment is requested and the beginning of the recruitment can vary greatly under Civil Service because the Civil Service Commission must meet to schedule the exams, whereas a normal recruitment can begin immediately.

Due to advertising requirements, Civil Service recruitments last 3 weeks, while normal recruitments usually last 2 weeks.

Due to the required administrative procedures of a Civil Service recruitment, there is a longer period of time between a recruitment closure and the examination.

The Civil Service Commission must meet the week after an exam is given to certify the results. The interviewing process cannot begin until this happens.

**Cost Differences Explanation**

Due to the necessary explanation of a Civil Service Exam, newspaper ads for Civil Service positions are generally longer, and thus more costly. There is also a requirement that the positions be advertised for 2 consecutive weeks, where this may not be necessary for a normal recruitment.

Since there are extra administrative requirements for Civil Service recruitments, there is an added cost.

Under the normal recruitment, the agility test and aptitude test would be produced, administered, and scored in-house. thus exams would not need to be purchased from a third party.

**Civil Service Recruitment**

Timeline	
Time Between Recruitment Request and Recruitment	1-4 Weeks
Recruitment Review	3 Weeks
Administrative Procedures	2 Week
Time Between Test & Certification Interviews	1 Week
Background Checks / Drug Screen / Medical Exam	1-2 Weeks
<b>TOTAL</b>	<b>10-15 Weeks</b>

Costs	
Advertising in Oberlin News Tribune	Average \$395.00
Advertising in Chronicle Telegram	Average \$263.00
Administrative Costs (Mailings, etc.)	Approx. \$20.00
Exams	\$170.00
Background Check	\$14.95
Drug Screen	\$41.00
<b>TOTAL</b>	<b>\$903.95</b>