

**CITY OF READING
FIRE CIVIL SERVICE BOARD
MINUTES OF DECEMBER 15, 2015**

A meeting of the Fire Civil Service Board was held on Tuesday December 15, 2015 at Fire Training Center, Reading, Pennsylvania.

The following persons were in attendance:

Michael Leifer	Steve Price
Phillip Dougherty	Larry Moyer
Craig Breneiser	Holly Guldin
Gail Knauer	Michael Brunner – FF Guest

The meeting was called to order at 3:05 p.m., at which time, the following was discussed:

- Board graded the EMS/LT promotional exam. Passing grade was 60% or above Robert Schaeffer will not move ahead in the promotional process.
 - K. Litzenberger 77
 - M. Grow 69
 - *R. Schaeffer 56*
- Board review the Fire/LT promotional exam grades that were sent to Steve Price. Passing grade was 60% or above Paul Lis, Richard Grauf will not move forward in the promotional process. (Luis Rolon did not show up to take the exam)
 - K.Licwinko 84
 - G. Knauer 76
 - R. Banks 74
 - J. Licwinko 72
 - R.Stichter 72
 - M.Brunner 64
 - K. Litzenberger 63
 - M. Planer 62
 - *P. Lis 57*
 - *R. Grauf 52*
- Entry Level FF/EMT (32) and FF/Paramedics (8) lists were certified and will expire unless extended on 12/15/2016.
- Promotional interviews looking to be scheduled for 1/27, 1/28, and/or 1/29.
 - Steve Price will reach out to outside individuals to do the interviews. They will ask their own questions as they have in the past.
 - We will have the oral interviews at the Bar Association and ask that the employees come in street clothes.
- Letters will be prepared and sent out to all entry level this week including the certified list.
- Letters will be prepared to all that have taken the promotional exam with their oral score results.

- Additional business in regards to entry level testing. Phil mentioned that we might be able to possibly look into Skype and other options for oral interviews for candidates as the interviews are not long and most of the candidates travel back from outside the City of Reading multiple times during the entry level process.

There being no further business, the meeting was adjourned at 3:35 p.m.

Next Meeting

January 19, 2016 3:00 pm at the Fire Training Center

Respectfully submitted:

Holly Guldin

Civil Service Secretary