



CIVIL SERVICE COMMISSION

Minutes

Thursday, October 23, 2025

5:00 p.m.

Live Stream: <https://cityofoberlin.com/city-government/streaming-video/>

1. Call Meeting to Order and Roll Call

The meeting was called to order at 5:02pm by Anderson.

Present: Duane Anderson, Commission Chair; Amber Pogacsnik, Commission Member; Michael Henle, Commission Member; Rosalind Watson, Staff Liaison; Diane Ramos, Secretary

Absent: Jennifer Wilson, Commission Vice Chair; Ray English, Council Liaison

2. Approval of July 22, 2025 Meeting Minutes

Henle made a motion to approve the July 22, 2025 Civil Service Commission Meeting minutes. Pogacsnik seconded the motion. The motion carried: 3 ayes; 0 nay.

3. Old Business

No Old Business

4. New Business

a. Certify the Eligibility List for Police Sergeant

Watson explained that the eligibility list was sent out with the meeting agenda and minutes and the list contains one candidate. Ramos further explained that the exam scores were also sent, with the two candidates that took the exam, but one did not pass so he was not included on the eligibility list.

Pogacsnik made a motion to certify the Eligibility list for Police Sergeant. Henle seconded the motion. The motion carried: 3 ayes; 0 nay.

b. Notification of Lateral Transfer Recruitment

Watson explained that the Police Department would like to put out another recruitment for lateral transfer Patrol Officer. She said that this was previously done along with an entrance exam, and that officers were hired from both lists. Watson continued that the Police Department

lost an officer to another department through lateral transfer so they are needing to fill that position.

Anderson asked about the National Testing Network for recruitments. Watson shared that it has been a positive experience working through NTN and many departments are using the platform. Anderson asked about the number of candidates we are getting through NTN. Watson explained that the candidate pool around the country is decreasing, but we are able to get a number of candidates with the Testing Network.

Watson explained that this is just to notify the Commission that we will be recruiting for lateral transfer Patrol Officers and if there are still vacancies, we will come back to the Commission to ask for an entrance exam.

c. Other New Business

Watson notified the Commission that the Fire Department wants to hire entry-level Firefighters so we will need to schedule a meeting to schedule the exam. It was agreed to meet on November 6, 2025 to schedule an exam.

5. City Council Communication

No City Council Communication.

6. Discuss Agenda for Next Meeting

It was agreed to schedule an entrance exam for Firefighters at the next meeting.

7. Adjournment

Henle made a motion to adjourn the meeting. Pogacsnik seconded the motion. The motion carried: 3 ayes; 0 nay. The meeting was adjourned at 5:11 pm.

Respectfully submitted,



Diane Ramos
Civil Service Commission Secretary