

**MINUTES OF MEETING
AVON CIVIL SERVICE COMMISSION
Held Monday, June 1, 2026**

AVON CITY HALL

CALL TO ORDER

The meeting was called to order at 10:01 A.M. by Pete Kratt, Chairman of the Civil Service Commission.

ROLL CALL

Present: Chairman Peter Kratt and Commissioners Alan Wojciechowski and Bill Greaney

In attendance: Police Chief Daniel Fischbach, Fire Chief David Swope, Safety Service Director Duane Streator, Law Director John Gasior, and Recording Secretary Diane Szlempa

Absent: None

ADDITIONS/DELETIONS TO AGENDA:

Mr. Kratt asked if there were any additions or deletions to today's agenda, there were none.

APPROVE MINUTES OF MEETING OF 4/6/2026:

Mr. Greaney made a motion to approve the minutes from the meeting of May 4, 2026. Mr. Wojciechowski seconded, and the motion passed 3-0.

ACTION ITEMS:

Chief Swope was asked to talk about the upcoming firefighter's entrance exam. The exam will be on Saturday June 6, 2026. There are 35 applicants registered, but the final number sitting for the exam has not been confirmed yet. It is not necessary for the applicants to have their full medic or firefighter certifications to take the test. They must be certified with both by the time of appointment. The Chief is satisfied with the number of applicants. He spoke with the test proctor, and the results will be sent to us the following Monday. He and Assistant Chief Fischer plan to help Ms. Szlempa with the review of the scores and ranking list to be prepared for the special meeting on June 10, 2026. Mr. Kratt confirmed that a special meeting of the Civil Service commission is scheduled for Wednesday June 10, 2026, at 2:30 in the afternoon. Chief Swope appreciated the commission for holding the meeting so that the hiring process can get started. Mr. Kratt asked about how long the list is active. Chief Swope stated that it is at least one year, no more than 2. He went on to say that the last couple of have not lasted more than the 1-year requirement. Mr. Kratt asked about turnover in the fire department. Chief stated that it is more about how many applicants are taking the tests and how quickly they are removed from the list due to several reasons. It is rare that someone who ranked in the top 10 would still be available for hire after a year. One hire will be made right away to fill an open spot. Then potentially he would like to put 3 more in his budget for next year. Mr. Greaney wanted to verify that the Chief wanted to add 3 total for next year. Chief confirmed yes, he would like to add 1 per shift which would increase the shift levels to 13 per shift. With additional staff, that would give the department a solid 9 to 10 employees on staff every day. Currently the department is at 12 per shift which means the potential to have 9 employees on every day but to get to that 9, sometimes mandatory overtime must be implemented.

To consider approval of a Police Officer Entrance Exam

Chief Fischbach stated that the current list is almost totally exhausted. Originally, it had 51 names and now #51 has moved up to #15. You can see from our past meeting discussions how quickly the names

have been removed due to hiring, requests to be removed, applicants not meeting the minimum requirements for the positions, or not responding to requests. Mr. Kratt asked why the Chief thinks there are less candidates looking for civil service positions. Chief opined the political climate, safety in other positions and a variety of different reasons going on in society right now. Many departments are experiencing recruitment and retention issues across the board. The department has 4 full-time positions currently open. A second K-9 officer resigned as of today and they took a position with the FBI. Federal law enforcement has changed their hiring practices also. Previously, a new federal officer would have to serve at a major field office outside of their home state. They removed that requirement, so officers can stay home and receive those positions. Avon has lost 3 officers to federal law enforcement jobs primarily due to them being able to be stationed at home. One went to homeland security, one to the US Marshalls, and now one to the FBI. The reason for requesting a new test is because the last 15 names will be gone through it in the next couple of weeks. The department is working from both the entry and lateral lists. A lateral candidate was just hired today and was sworn in this morning. For the foreseeable future, we will need to have both lists run concurrently. Chief would like to have a conversation with the law director, Mr. Gasior, concerning the possibility of having an open entry level test. Mr. Kratt asked how the salary provided is comparable to other communities. Chief Fischbach discussed that it depends on the city, but we are average. The bigger issue is that every law enforcement agency is below their minimum manpower. Therefore, every law enforcement agency is hiring. Candidates have the ability to choose which agency they want to work for. Luckily, Avon is still a sought-after department. The ask is for a new police officer entrance exam knowing that the current list is about to be exhausted. The test through NTN will be open for 4-6 weeks. Mr. Kratt asked if anyone had any other comments. Mr. Gasior confirmed that he has reviewed it with the Chief and everything looks good.

Mr. Wojciechowski made a motion to approve a Police Officer Entrance Exam. Mr. Greaney seconded, and the motion passed unanimously 3-0.

Any additional comments from the audience?

None.

NEXT MEETING DATE:

Next special meeting is set for Wednesday, June 10, 2026, at 2:30 P.M

ADJOURN:

Following a unanimous vote, today's meeting was adjourned at 10:12 A.M.

PASSED: _____ **SIGNED BY:** _____

Peter Kratt, Chairman

ATTEST: _____

Diane Szlempa, Recording Secretary

Cc: John Gasior
Safety Director Duane Streator
Chief Fischbach
Chief Swope
Diane Szlempa