

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled meeting of the Buckhannon Police Civil Service Commission was held in City Council Chambers at 70 East Main Street, on Tuesday, January 25, 2022, at 5:00pm with the following in attendance:

Commissioner	Geraldine Henderson	Present
Commissioner	Mark Spencer	Present-by telephone
Commissioner	Sean Harris	Absent
Chief of Police	Matthew Gregory	Present
Assistant City Recorder	Amberle Jenkins	Present

Meeting Agenda Posted 01/19/22

Please join the meeting from your computer, tablet or smartphone.

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***City of Buckhannon Police Civil Service Commission
Meeting Notice for Tuesday, January 25, 2022 at 5:00PM
At City Hall in the Council Chambers***

- A. Call to Order**
 - A.1 Moment of Silence**
 - A.2 Pledge to the Flag of the United States of America**
- B. Strategic Issues for Discussion and/or Vote**
 - B.1 Approval to Begin the Process for Advertising Probationary Police Officer Candidates to Replenish the Eligibility List**
- C. Comments and Announcements**
- D. Adjournment**

Posted 01/19/2022

A. Call to order: Commission Member-Geraldine Henderson called the meeting to order followed by a moment of silence.

B. Strategic Issues for Discussion and/or Vote

B.1 Approval to Begin the Process for Advertising Probationary Police Officer Candidates to Replenish the Eligibility List

Chief Gregory explained that City Council had interviewed the three candidates that were certified by Police Civil Service Commission.

Council had authorized hiring two of the three, however, they both failed the psychological tests.

Chief Gregory stated only three candidates remain on the list and suggests that the Police Civil Service Commission should begin the process to develop another list of eligible candidates.

Motion Henderson/Spencer to begin the process for advertising for Probationary Police Officer candidates to replenish the eligibility list within the Buckhannon Police Department. Motion carried.

Commission Members wish to permit any candidates that are currently on the eligibility list, be given the option to take the written test again, if they want to improve the score. This is a voluntary offer for those candidates. Candidates must submit a request in writing if they wish to take the written test again.

Chief Gregory requested that the Commission Members put a policy in place if make-up tests are requested.

Motion Spencer/Henderson that make-up tests will not be accommodated for applicants that cannot attend the scheduled testing process. Motion carried.

The following dates were set by the Commission Members:

- **Advertise and accept applications until close of business at City Hall, which is 4:30 PM, February 25, 2022, or they must be postmarked the same date of February 25, 2022**
- **Applications will be reviewed by Commission Members on Friday, March 4, 2022 at 6:00 PM at City Hall**
- **The physical agility test will be held at 10:00 am on Saturday, March 19, 2022. Chief Gregory will schedule this at WV Wesleyan College or Buckhannon Upshur High School.**
- **The written test will be held at 1:00 pm on Saturday, March 19, 2022 at City Hall.**

A date will be scheduled for Police Civil Service Commission to certify candidates after the test results are received by the testing vendor.

There being no further business to be transacted, meeting adjourned at 5:28 pm.

**Commissioner
Commissioner
Commissioner
City Recorder**

**Geraldine Henderson
Mark Spencer
Sean Harris
Randy Sanders**