

**FIRE CIVIL SERVICE COMMISSION**  
**September 17, 2025**

The Fire Civil Service Commission met on Wednesday, September 17, 2025 at 11:00 a.m. in the City Manager's Conference Room, Clarksburg Municipal Building, 222 West Main Street, Clarksburg.

Members Present: William "Bill" Brady  
Jeffrey Strange  
Eddie Jenkins

Also Present: Fire Chief Jimmy Green  
Deputy Fire Chief Ian Fitzpatrick  
Steve Pulice, Community Planning & Admin. Project Mgr.  
Firefighter Jonathan Brady  
Firefighter Chris Runner  
Annette Wright, City Clerk/Secretary

The meeting was called to order with roll call taken upon arrival.

**MOTION** by Commissioner Strange, **SECONDED** by Commissioner Jenkins for approval of the minutes of the session held on January 16, 2025. **MOTION APPROVED UNANIMOUSLY.**

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

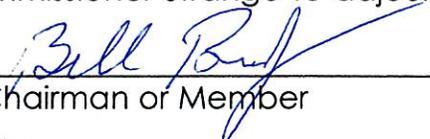
**a) Consideration of the election of Chairman**

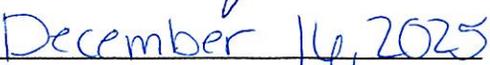
**MOTION** by Commissioner Jenkins, **SECONDED** by Commissioner Strange to elect William "Bill" Brady as Chairman. **MOTION APPROVED UNANIMOUSLY.**

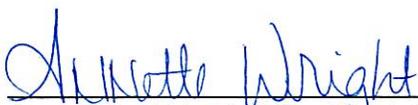
**b) Consideration of updating eligibility list in accordance with the Rules and Regulations of the Firemen's Civil Service Commission of the City of Clarksburg**

The City Clerk presented a draft ad to the Commission for their review and consideration informing that she, along with Chief Green, developed said ad/schedule. Applications due in the City Clerk's Office by November 3<sup>rd</sup> with the Written Test and Physical Ability Test to take place on Saturday, November 8<sup>th</sup>. Concluding brief discussion, **MOTION** by Commissioner Jenkins, **SECONDED** by Commissioner Strange for approval of the ad/schedule, as presented, to update the eligibility list. **MOTION APPROVED UNANIMOUSLY.**

There being no further business to come before the Commission at this time, **MOTION** by Commissioner Jenkins, **SECONDED** by Commissioner Strange to adjourn the meeting. **MOTION APPROVED UNANIMOUSLY.**

  
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Chairman or Member

  
\_\_\_\_\_  
Approved

  
\_\_\_\_\_  
Annette Wright, City Clerk/Secretary