

JOHNSTOWN CIVIL SERVICE
BOARD SPECIAL MEETING MINUTES
Monday, February 2, 2026

Johnstown Civil Service Board met in a stated session for the general transaction of business. Bruce Newkirk, Chairman, called the meeting to order at 9:58 a.m. The Pledge of Allegiance was recited.

The following Board members were present:

Bruce Newkirk, Chair; Michael Allen, Sue Bopp (3)

Captain Dan Price and Chief Mark Britton were also present.

MINUTES

Mr. Allen made a motion to approve the Minutes from January 19, 2025. The motion was seconded by Ms. Bopp and unanimously approved.

OLD BUSINESS

None.

NEW BUSINESS

Captain Price reported the application period closed January 19, 2026. Testing took place on January 24, 2026, and four out of six applicants showed up. All four applicants passed the physical, written, and oral exams. He presented the list of applicants and noted all applicants on the list were Act 120 certified per the requirements of the testing. He asked that the list be certified to allow for the hiring process to begin for one vacant position.

Mr. Allen made a motion to certify the applicant list. The motion was seconded by Ms. Bopp and unanimously approved.

Captain Price stated background checks were being conducted for the applicants. The first two applicants would be started for physical, psychological, and drug testing analysis. After the analysis is complete, an offer of employment will be sent to the first person on the list. Discussion ensued on the applicants residential locations. Captain Price noted it was good Johnstown was drawing applicants from the Altoona area as it highlights the contract and quality of work available in Johnstown. He added the plan after filling the vacant position is to have a standing list of applicants.

Chief Britton commented the applicants should be valid two years from the certified date of February 2, 2026.

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Ms. Bopp asked how the list had worked in the past, and if they found the applicants had taken another job when called.

Captain Price stated this was the first time he had a list. Mr. Allen added this is the first time the department has been full.

Captain Price noted the largest complement in the past was four applicants, who were immediately sent to the Academy. Chief Britton added, by having the applicants Act 120 certified, the department was saving money by not needing to send applicants to the Academy.

Ms. Bopp asked if any of the applicants on the list were already in law enforcement. Captain Price stated three of the four applicants were currently hired by other departments.

ADJOURNMENT

Mr. Allen made a motion to adjourn.

There being no further business, the stated meeting concluded at 10:06 a.m. It was noted the next meeting would be in March.