

CIVIL SERVICE COMMISSION
GENERAL SESSION
MINUTES
July 29, 2021
3:30 P.M., ROOM 102A, CITY HALL

PRESENT: Commissioners: Fernan Cepero, Chair
Carol Kramer
Terrance Youmans

IN ATTENDANCE: Tassie Demps, Executive Secretary
Dr. Rose Nichols, Deputy Director-DHRM
Yvette Green, Law Department
Peachie Jones, Law Department
Deborah Callerame, Senior Human Resource Consultant
Gregory Roney, Executive Director-ECD
Kathy McManus, Principal Staff Assistant-RFD
Gina Faggiano, Police Officer-RPD

The Civil Service Commission meeting was called to order at 3:30 pm.

- I. The Commission approved the minutes of the meeting (General and Executive Sessions) on June 24, 2021.
- II. The Commission reviewed the following items of Correspondence: **None**
- III. The following Classifications/Reclassifications were approved as presented:

Administration/Mayor's Office Classify: (1)	Assistant to the Managers of Planning & Zoning/On-Call/Temporary (7/9/21 – 6/30/22) Br. 288N (\$36.26 - \$47.81) Competitive
Administration/Mayor's Office Classify: (1)	Special Counsel to the Mayor/Temporary (7/1/21 – 12/31/21) Br. 36 (\$114,067 - \$147,239) CPEX
Administration/DHRM Classify: (1)	Human Resource Support Specialist/Temporary (7/1/21 – 7/28/21) Br. 16 (\$45,220 - \$58,043) Competitive

Administration/DHRM Classify: (1)	Human Resource Support Specialist Br. 16 (\$45,220 - \$58,043) Competitive
Administration/DHRM Classify: (1)	Staffing Consultant/Bilingual/Temporary (7/1/21 – 6/30/22) Br. 18 (\$48,154 - \$62,847) Competitive
ECD/311 Call Center Classify: (1)	Service Representative/Bilingual/Temporary Br. 12 (\$39,892 - \$51,134) Competitive
ECD/311 Call Center Classify: (1)	Service Representative/Part- Time/Bilingual/Temporary Br. 812 (\$19.18 - \$22.35) Competitive
DES/Operations Classify: (2)	Ground Equipment Operator/Temporary (7/19/21 – 11/21/21) Br. 56 (\$16.87 - \$20.78) Non-Competitive
DES/Operations Classify: (3)	Laborer/Temporary (7/19/21 – 11/21/21) Br. 51 (\$15.49 - \$18.66) Laborer
DES/Equipment Services Classify: (1)	Automotive Aide/Temporary (6/28/21 – 9/26/21) Br. 58 (\$17.64 - \$21.95) Non-Competitive
Library/Central Classify: (1)	Library Outreach Coordinator Br. 20 (\$51,338 – \$68,051) Competitive
Finance/Assessment Classify: (1)	Project Assistant Br. 12 (\$39,892 - \$51,134) Competitive
DRHS/Recreation/Sports & Athletics Classify: (2)	Community Athletics Associate Br. 18 (\$48,154 - \$62,847) Competitive
DRHS/Commissioner's Office/Animal Services Classify: (1)	Community Outreach Specialist (06/30/2021 – 07/28/2021) Br. 10 (\$37,737 - \$47,922) Competitive
DRHS/Commissioner's Office/Animal Services Classify: (1)	Community Outreach Specialist Br. 10 (\$37,737 - \$47,922) Competitive
DRHS/Commissioner's Office/Animal Services Classify: (1)	Foster Care & Transfer Coordinator/Temporary (06/30/21-07/28/21) Br. 16 (\$45,220 - \$58,043) Competitive

DRHS/Commissioner's Office/Animal Services Classify: (1)	Foster Care & Transfer Coordinator Br. 16 (\$45,220 - \$58,043) Competitive
Rochester Housing Authority/Various Departments Classify: (4)	College Junior Intern/Seasonal Br. \$25,244 - \$28,861 Non-Competitive
Rochester Housing Authority/Various Departments Classify: (4)	Vocational Intern/Seasonal Br. \$24,000 - \$27,987 CPNC
Rochester Housing Authority/Human Resources Classify: (1)	Project Assistant Br. \$33,200 - \$46,559 Competitive

IV. The Commission established the following Eligible List(s) for one (1) year, unless extended:

- 911 Dispatcher I, ELCR1031-3
- 911 Telecommunicator, ELCR2851-3
- Administrative Secretary, 21EP75638
- Human Resource Consultant II, 21EP70492
- Labor Relations Specialist, 21EOC66493
- Secretary to the Manager of Labor Relations, 21EOC69593

The meeting was adjourned at 6:15 PM

Respectfully Submitted,

Deborah Callerame

Deborah Callerame
Senior Human Resource Consultant