

CIVIL SERVICE COMMISSION
MEETING MINUTES
Thursday, April 20, 2023
 2:00 P.M., Office of Training and Safety
 107 Bridge View Drive

PRESENT: Commissioners: Fernan Cepero (Chair)
 Andrew Dimock
 Carol Kramer

IN ATTENDANCE: Dr. Rose Nichols, Executive Secretary
 Peachie Jones, Law Department
 Kimberly Kamagate, Senior HR Consultant

The Civil Service Commission meeting was called to order at 2:00 pm.

I. The Commission approved the Minutes of the meeting (General & Executive Sessions) on March 30, 2023.

II. The following Classification/Reclassification(s) were approved as presented:

City Council & Clerk/Police Accountability Board Classify (1)	Accountability Inspector IV/On-Call/Temporary (4/17/23 – 10/17/23) Br. 288N (\$37.17 - \$49.00) Competitive
Administration/DHRM Classify (1)	Human Resource Assistant Br. 16 (\$46,351 - \$59,494) Competitive
ECD/911 Call Center Classify (6)	Background Investigator/On-Call Br. 208N (\$25.30 - \$33.53) Competitive
ECD/911 Call Center Classify (1)	Senior Background Investigator/On-Call Br. 228N (\$28.86 - \$38.05) Competitive
DES/Operations/Solid Waste Classify (1)	Clerk III/Temporary (Temporary 1 Year) Br. 7 (\$35,937 - \$44,926) Competitive
DES/Buildings & Parks/Building Services Classify (2)	Cleaner/Temporary (4/3/23 – 7/9/23) Br. 1 (\$31,980 - \$38,638) Labor
DES/Water/Upland Classify (1)	Senior Water Plant Operator Br. 18 (\$49,358 - \$64,418) Competitive
DES/Equipment Services Classify (1)	Fleet Services Manager Br. 31 (\$87,366 - \$115,198) Competitive
RPL/Central Classify (1)	Associate Library Director Br. 31 (\$87,366 - \$115,198) Competitive

RPL/Finance Classify (1)	Senior Accountant Br. 20 (\$52,621 - \$69,752) Competitive
RPL/Community Classify (1)	Library Assistant/Part – Time/Temporary (3 months) Br. 145 (\$22.64 - \$25.87) Non-Competitive
IT/Administration Classify (1)	IT Call Center Analyst Br. 17 (\$47,754 - \$61,876) Competitive
NBD/Business & Housing Development Classify (1)	Senior Management Analyst Br. 23 (\$62,635 - \$82,588) Competitive
NBD/Business & Housing Development Classify (1)	Senior Administrative Analyst Br. 24 (\$65,365 - \$86,174) Competitive
FIN/Purchasing Classify (1)	Associate Purchaser/Temporary (4/3/23 – 4/20/23) Br. 26 (\$71,164 - \$93,834) Competitive
FIN/Purchasing Classify (1)	Associate Purchaser Br. 26 (\$71,164 - \$93,834) Competitive
DRHS/Recreation & Youth Services Classify (1)	Graduate Intern/Seasonal Br. 463 (\$19.02) CPNC
DRHS/Recreation & Youth Services Classify (2)	College Jr Intern/Seasonal Br. 408 (\$15.75 - \$17.62) Non-Competitive
Rochester Housing Authority Classify (1)	Director of Compliance \$74,889 - \$105,023 Competitive
Rochester Housing Authority Classify (1)	Director of Human Resources \$88,000 - \$117,800 Competitive
Rochester Housing Authority Classify (1)	Diversity, Equity, & Inclusion Officer \$57,120 - \$80,203 Competitive
Rochester Housing Authority Classify (1)	Compliance Coordinator \$40,000 - \$53,200 Competitive
Rochester Housing Authority Classify (1)	Assistant Purchaser \$32,289 - \$47,500 Competitive
Rochester Housing Authority Classify (1)	Stock Clerk \$32,000 - \$45,000 Competitive

III. The Commission adopted the following Job Specification(s):

- PEER Advocate

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

- Master Electrician/RHA, 22EOC60129
- Personal Management Assistant, 22EOC63152

V. The Commission **Closed Out** the following exam process with no successful candidates:

- Personal Management Assistant, 22EP78397

The meeting was adjourned at 2:08PM