

CIVIL SERVICE COMMISSION
AGENDA
Thursday, July 18, 2013
3:30 P.M., ROOM 102A, CITY HALL

I. **Approval of the minutes of the meeting (regular and executive) on June 26, 2013.**

II. **Commission Correspondence:**

- Response from NYS Civil Service to address concerns raised by exam candidate Pamela Delaney about the content of GIS exams.

III. **Classification/Reclassification:**

ECD/Operations Classify	(1)	911 Dispatcher I Br 150, \$32,032-\$49,810 Competitive
FIN/Purchasing Classify	(1)	Clerk III/Typing / Temporary Temp – 3 months (7/15/13 – 10/14/13) Br. 7, \$30,219 - \$37,778) Competitive
RPD/Administration/TSS Classify	(1)	Police Sergeant/Temporary Temp-1 year Br. 92, \$73,165-\$77,577 Competitive
RPD/Operations/Animal Services Classify	(6)	Animal Care Technician II/Part Time Br P706, \$14.16-\$17.68/Hour CPNC

IV. **Adoption of Job Specifications:**

- Assistant to The Director of Communications
- Manager of Environmental Quality

V. **A. Establishment of Civil Service Eligible List(s):**

- Administrative Analyst, 13EP72654
- Assistant to the Circulation Supervisor, 13EOC67653
- Assistant Operations Superintendant, 13EOC66181
- Assistant Operations Superintendant, 13EP72173
- Associate Administrative Analyst, 13EP72129
- GIS Analyst / City Planner, 13EOC66908
- GIS Coordinator, 13EOC66940

V. **A. Establishment of Civil Service Eligible List(s) Continued:**

- GIS Developer, 13EOC66942
- Grant Support Associate, 13EOC67681
- Operations Superintendent, 13EP72167
- Operations Supervisor, 13EOC66177
- Operations Supervisor, 13EP72172
- Police Evidence Technician, 13EOC65263
- Senior Administrative Analyst, 13EP72130
- Senior GIS Analyst, 13 EOC66952
- Senior GIS Analyst, 13EP72785
- Senior GIS Analyst / City Planner, 13EOC66912
- Senior Purchaser, 13EP71878
- Supervising Dispatcher, 13EP72479

B. Close-out of examination process: None

VI. **Request for Extension of Civil Service Eligible Lists(s): None**

VII. **Request for extension of temporary positions:**

- One position of Security Guard (encumbered by Various Employees) in the Police Department from 7/1/13 – 12/31/13
- One position of Communications Assistant – On Call (encumbered by Grace Girsch) in the Communications Department from 6/30/13 – 9/30/13

VIII. **Transfers:**

- Angenette Lawrence – Clerk II/Typing/Library to Clerk II/Typing/Police
- Rona Maroz- Clerk III / Typing / Library to Clerk III / Typing / Police

IX. **Reinstatement requests: None**

X. **Adoption of Policy:**

- Prior alcohol and drug involvement by 911 candidates

THE END