

CIVIL SERVICE COMMISSION
AGENDA
Thursday, May 22, 2014
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the minutes of the meeting (regular and executive) on **April 24, 2014**.
- II. Commission Correspondence: **NONE**
- III. Classification/Reclassification:

ECD/311 Classify: (1)	Service Representative Br. 12, (\$34,384 - \$44,073) Competitive
DES/Operations & Parks/Building Services Classify: (1)	Municipal Assistant/Temporary (4/27/14 – 5/22/14) Br. 18 (\$41,505 - \$54,172) Competitive
DES/Operations & Parks/Building Services Classify: (1)	Municipal Assistant Br. 18 (\$41,505 - \$54,172) Competitive
DES/Water/Director's Office Classify: (1)	Clerk III/Typing/Part-Time/Temporary (5/13/14 – 11/18/14) Br. N707 (\$16.60 - \$18.77/hr) Non-Competitive
DES/Water/Upland Classify: (1)	Chief of Water Quality Operations Br. 30 (\$70,578 - \$93,061) Competitive
LIBRARY/Central/Finance Classify: (1)	Senior Administrative Analyst/Temporary (4/28/14 – 5/22/14) Br. 24, \$54,959 - \$72,467 Competitive
LIBRARY/Central/Finance Classify: (1)	Senior Administrative Analyst Br. 24, \$54,959 - \$72,467 Competitive
FINANCE/Treasury Classify: (1)	Interdepartmental Messenger/Temporary (4/13/14 – 10/12/14) Br. 6, \$29,451 - \$36,775 Labor
FINANCE/Purchasing Classify: (1)	Clerk II with Typing Br. 9, \$31,734 - \$40,063 Competitive
RPD/Investigations Classify: (1)	Police Investigator/Temporary (5/12/14 – 5/11/15) Br. 191, \$72,665 - \$77,077 Competitive
RPD/Administration Classify: (1)	Personnel Management Supervisor/Temporary (6/1/14 - 6/30/14) Br. 23, 52,670 - \$69,449 Competitive

IV. Adoption of Job Specifications:

- Personnel Management Supervisor
- Public Safety Communicator I
- Public Safety Communicator II

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

- Family Self Sufficiency Supervisor/ RHA 14EP73031
- Housing Manager II/RHA 14EP71428
- Housing Manager III/RHA 14EP71429
- Junior Accountant 14EOC61258
- Junior Accountant 14EP73475
- Police Paralegal/Bilingual 14EOC64589
- Property Manager/RHA 14EP73227
- Senior Accountant 14EOC61698
- Senior Accountant 14EP73649
- Senior Accountant/RHA 14ENCP73646

B. Close-out of examination process:

- Police Paralegal/Bilingual 14EP71750

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

VII. Request for extension of temporary positions:

- One Position of 911 Shift Supervisor/Temporary (encumbered by Mark Deisenroth) in the Emergency Communications Department.
- One position of Clerk III (encumbered by Shakee'la Pinckney) in the Department of Human Resource Management.
- One Position of Police Lieutenant (encumbered by K. Koehn) in the Rochester Police Department.
- On Position of Police Sergeant (encumbered by Carpenter) in the Rochester Police Department.

VIII. Transfers: **NONE**

IX. Reinstatement requests: **NONE**

X. Delegation of Authority (06/01/14 – 05/31/15):

A. Public Hearing

B. Decision on Resolution

XI. Election of a Chair (06/01/14 – 05/31/15)

XII. Proposed Civil Service Commission meeting dates for June 2014 thru Dec 2014

THE END