

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, October 23, 2014
3:30 P.M., ROOM 102A, CITY HALL

I. Approval of the minutes of the meeting (regular and executive) on **September 25, 2014.**

II. Commission Correspondence: **None**

III. Classification/Reclassification:

ADMIN/OMB Classify: (1)	Research Assistant (c) Br. 16 (\$39,366 - \$50,531) Competitive
DES/Commissioner's Office/Security Classify: (1)	Supervising Security Guard (c) Br. 16 (\$39,366 - \$50,531) Non-competitive
DES/Water/Upland Classify: (1)	Expediter/Temporary (10/14/14 – 4/11/15) Br. 65 (\$18.42 - \$23.31/hr) Competitive
LIBRARY/Central/Personnel Classify: (1)	Human Resource Consultant II/Bilingual Br. 21 (\$46,476 - \$61,699) Competitive
IT/Application Services Classify: (1)	Application Services/On-Call/Temporary (11/9/14 – 12/31/14) Br. N258 (\$28.12 - \$37.08/hr) Competitive
IT/Technical Infrastructure Classify: (1)	Systems Engineer Br. 23 (\$53,724 - \$70,838) Competitive
NBD/Commissioner's Office/Administration & Finance Classify: (1)	Receptionist Typist Br. 6 (\$29,746 - \$37,143) Competitive
DRYS/Commissioners Office Classify: (1)	Clerk III/Typing/Part-Time/Temporary (11/1/2014 – 3/1/2015) Br. N070 (\$16.76 - \$18.96/hr) Non-Competitive
DRYS/Commissioners Office Classify: (1)	Youth Intervention Aide/Seasonal (10/15/14 – 11/15/14) Br. P850 (\$17.61 - \$18.71/Hourly) CPNC
DRYS/Recreation Administration Classify: (3)	Senior Recreation Assistant / Part Time Br. P810 (\$13.45 - \$14.26) Non-Competitive
DRYS/Recreation/Gantt Classify: (1)	Recreation Supervisor/Bilingual Br. 15 (\$38,051 - \$48,841) Competitive
RPD/Operations/Patrol Classify: (1)	Police Lieutenant/Temporary (10/3/14 – 4/2/15) Br. 94 (\$82,736 - \$87,724) Competitive

RPD/Operations/Patrol Classify: (1)	Police Sergeant/Temporary (10/3/14 – 4/2/15) Br. 92 (\$73,165 - \$77,577) Competitive
RPD/Special Operations Classify: (1)	Police Lieutenant/Temporary (9/26/14 – 12/24/14) Br. 94 (\$82,736 - \$87,724) Competitive
RPD/Special Operations Classify: (1)	Police Sergeant/Temporary (10/3/14 – 1/2/15) Br. 92 (\$73,165 - \$77,577) Competitive

IV. Adoption of Job Specifications:

- Cash and Investment Manager
- Crisis Counseling Coordinator
- Manager of Employment Services
- Manager of Youth and Violence Prevention
- Senior Youth Intervention Specialist
- Victim Service Coordinator
- Youth Worker

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

- Chief of Maintenance 14EP73667
- Children's Services Consultant 14EOC63293
- Code Enforcement Inspector / Bilingual 14EOC60688
- Code Enforcement Inspector 14EOC60687
- Director of Development and Capital Projects/RHA
- Director of Real Estate 14EP73692
- Project Assistant / Bilingual 14EP73213
- Project Assistant /Bilingual 14EOC60571
- Project Assistant 14EP73212
- Supervisor of Structures and Equipment 14EOC61752
- Supervisor of Structures and Equipment 14EP73670

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 Police Investigator (encumbered by Joel Wittman) in the Rochester Police Department

VIII. Transfers:

- The Rochester Police Department is requesting approval to transfer a Police Information Clerk to a vacant Clerk II Position on October 13, 2014.

IX. Reinstatement requests:

- Appearance of Todd Bischooping and request for reinstatement to the Rochester Fire Departments Civil Service eligible list
- Edward McClendon is requesting reinstatement to the Rochester Fire Departments Civil Service eligible list

X. Job and Compensation Audit Report:

- Audit Report in reference to Tammy Macon's (Finance/Purchasing) inquiry regarding accurate job specification and equitable compensation.

END