

CIVIL SERVICE COMMISSION
AGENDA
Thursday, November 21, 2013
3:30 P.M., ROOM 102A, CITY HALL

- I. **Executive Session: Confidential Correspondence; Fire Appeals; Police Disqualifications.**
- II. Approval of the minutes of the meeting (regular and executive) on October 17, 2013.
- III. Commission Correspondence:
- Summary of Annual Reports 2012
 - Letters to two candidates who objected the computational review:
 - * Michael Bialaszewski, Associate Administrative Analyst
 - * Carl Clifford, Assistant to the NCS Administrator
 - Response to Timothy D’Imperio from Tassie Demps Executive Secretary, conveying the Commissions determination regarding the Fire Lieutenant examination and establishment of the eligible list

IV. Classification/Reclassification:

Administration/OMB Classify: (1)	Research Assistant/Temporary (10/13/13 – 6/12/14) Br. 16 (\$38,976 - \$50,030) Competitive
Administration/DHRM Classify: (1)	Research Aide/Temporary (9/30/13 – 6/30/14) Br. 11 (\$33,413 - \$42,592) Competitive
DRYS/Recreation Classify: (1)	Lifeguard/PT Br. P825 (\$9.97-\$10.79) Non-Competitive
DRYS/Recreation Classify: (1)	Lifeguard Captain/PT Br. P835 (\$12.92-\$13.76) Non-Competitive
Finance/Purchasing Classify: (1)	Project Assistant/Temporary (Temporary to 6/30/14) Br. 12 (\$34,384 - \$44,073) Competitive
Library/Central Classify: (1)	Security Guard/Temporary (10/21/13 - 4/21/14) Br. 52 (\$13.54 - \$16.46) Non-Competitive
Library/Central Classify: (1)	Librarian I/Part-Time Br. N185 (\$21.31 - \$24.82) Non-Competitive
Library/Community Classify: (1)	Librarian Assistant/Part-Time/Temporary (Temporary to 6/30/14) Br. N145 (\$19.27 - \$22.02) Non-Competitive

Library/Community Classify: (1)	Librarian Assistant/Part-Time/Temporary (Temporary to 6/30/14) Br. N145 (\$19.27 - \$22.02) Non-Competitive
Library/Community Classify: (1)	Librarian Assistant/Part-Time Br. N145 (\$19.27 - \$22.02) Non-Competitive
NBD/Commissioner's Office Classify: (1)	Clerk II/Bilingual/Temporary (10/15/13 – 6/28/14) Br. 9 (\$31,734 - \$40,063)
RPD/Oper/Investigations Classify: (1)	Police Investigator (Temporary 10/2/13 – 4/1/14) Br. 191, (\$72,160 - \$76,572) Competitive
RPD/Operations/West/957 Classify: (1)	Police Captain (Temporary 10/28/13 – 4/27/14) Br. 95, (\$93,357 - \$98,987) Competitive
RPD/Operations/West/957 Classify: (1)	Police Lieutenant (Temporary 10/28/13 – 4/27/14) Br. 94, (\$82,736 - \$87,724) Competitive
RPD/Operations/West/957 Classify: (1)	Police Sergeant (Temporary 10/28/13 – 4/27/14) Br. 92, (\$73,165 - \$77,072) Competitive
RPD/Animal Services/981 Classify: (1)	Shelter Vet/On-Call (Temporary 10/29/13 – 1/28/14) Br. N268, (\$28.77 - \$37.94) Competitive

V. Adoption of Job Specifications: **None**

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

- Clerk II/Typing /RHA, 13EDCR1312P
- Clerk II/Typing, 13EDCR1311P
- Client Support, Analyst, 13EOC16672

B. Close-out of examination process:

- Library Automation Specialist, 13EOC16722

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

VIII. Request for extension of temporary positions:

- ❖ One position of Assistant Operations Supervisor (encumbered by Luis Cruz) in the Department of Environmental Services.

IX. Transfers: **None**

X. Reinstatement requests:

- ❖ Former Police Sergeant Richard Delorme to the title of Public Safety Aide

XI. Request from Dennis Sutton to have his name restored to the eligible list for Fire fighter

XII. Voluntary demotion of Clarethia Williams-Swift from 911 Dispatcher I to 911 Telecommunicator

XIII. Proposed Civil Service Commission meeting dates for January 2014 thru June 2014

XIV. Promotion by Non-Competitive Examination, The office of Public Integrity is seeking the approval of the Commission to permanently appoint Daniel Mastrella to the title of Manager of Internal Audit; without further testing.

THE END