

**CIVIL SERVICE COMMISSION
GENERAL SESSION MINUTES
Thursday, September 19, 2019
3:30 P.M., ROOM 102A, CITY HALL**

PRESENT: Commissioners: John Feola (Chair)
Alan Caine
Sally Partner
Serina Brown
Alan Caine

IN ATTENDANCE: Tassie Demps, Executive Secretary
Yvette Green, Law Department - Executive Session via Tele Conference
Deborah Callerame, Senior Human Resource Consultant
Deputy Police Chief Mark Simmons
Deputy Director Gregory Roney, ECD
Executive Deputy Director Stephen Cusenz, ECD
Sergeant Darlene Rogers, Rochester Police Department

The Civil Service Commission meeting was called to order at 3:30 pm.

- I. The Commission approved the Minutes of the meeting (General and Executive session) on August 22, 2019.
- II. The Commission reviewed the following items of Correspondence: **None**
- III. The following Classifications/Reclassifications were approved as presented:

Administration/DHRM Classify: (1)	Clerk III Br. 7 (\$7 (\$33,699 – \$42,128) Competitive
Administration/DHRM Classify: (3)	Project Assistant/Temporary (9/2/19 – 6/30/19) Br. 12 (\$38,343 - \$49,148) Competitive
Emergency Communications/911 Call Center Classify: (2)	Project Assistant/Seasonal Br. N120 (\$21.06 - \$27.00) Non-competitive
DES/Buildings & Parks/Building Services Classify: (1)	Building Supervisor/Temporary (8/31/19 – 12/31/19) Br. 18 (\$46,284 - \$58,023) Competitive
DES/Water/Upland Classify: (1)	Water Plant Operator/Temporary (9/19/19 – 12/31/19) Br. 16 (\$43,464 - \$55,789) Competitive

LIBRARY/Central/Finance Classify: (1)	Associate Accountant Br. 24 (\$61,286 - \$80,808) Competitive
Information Technology/Application & Systems Classify: (1)	Computer Operator/On Call/Temporary (9/3/19 – 6/2/20) Br. N128 (\$18.43 - \$23.63) Competitive
Finance/Assessment Classify: (1)	Clerk III/Typing/Seasonal (10/14/2019 – 5/1/20) Br. N070 (\$18.52 - \$20.93) Non-competitive
DRYS/Recreation Administration/AmeriCorps Classify: (1)	Member Development Specialist Br. 12 (\$38,343- \$49,148) Competitive
RPD/Administration/TSS Classify: (1)	Clerk III/55A Br. 7 (\$7 (\$33,699 - \$42,128) Non-competitive
Rochester Housing Authority Classify: (1)	Assistant Chief Engineer (\$31,500 - \$43,500) Competitive
Rochester Housing Authority Classify: (1)	Assistant Chief of Maintenance (\$55,000 - \$65,000) Competitive
Rochester Housing Authority Classify: (1)	Assistant Executive Personnel Administrator (\$55,000 - \$75,000) Competitive
Rochester Housing Authority Classify: (1)	Assistant Public Housing Director (\$55,000 - \$65,000) Competitive

IV. The Commission adopted the following job specifications:

- Community Outreach Specialist

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

- 911 Dispatcher I, ELCR1031-2

VI. The Commission affirmed the Extension of the following Civil Service Eligible Lists for one year unless replaced with a new list:

- 911 Dispatcher II/ECD, 17ELP1706
- 911 Shift Supervisor, 17ELP1707
- Assistant Superintendent of Construction & Repairs, 16EOC63154

VII. The Commission approved the following Extension of Temporary position(s):

- One position of Interdepartmental Messenger (encumbered by Karen Bufeaton) in the Treasury Bureau of the Department of Finance.

VIII. The Commission approved the following Reinstatement Request(s):

- The Rochester Police Department submitted a request to reinstate retired Police Officer Dale Feor to the title of Public Safety Aide.
- Mark Buckley, Interim Chief Technical Officer in the Information Technology Department submitted a request to reinstate Isaac Walker to the title of Computer Operator/On-Call/Temporary.

The meeting was adjourned at 5:00 PM

Respectfully submitted,



Deborah Callerame
Senior Human Resource Consultant

THE END