

**CIVIL SERVICE COMMISSION
GENERAL SESSION
MINUTES
Thursday, November 18, 2021
2:00 P.M., ROOM 102A, ZOOM/CITY HALL**

PRESENT: Commissioners: Fernan Cepero (Chair)
Carol Kramer
Terrance Youmans

IN ATTENDANCE: Dr. Rose Nichols, Deputy Director - DHRM
Deborah Callerame, Senior Human Resource Consultant
Yvette Green, Law Department
EDC Andrew Lonthair, Rochester Fire Dept.
PSA Sarah Ruekberg, Rochester Fire Dept.
Police Officer Theodore Coriddi, Rochester Fire Dept.
Police Officer Gina Faggiano, Rochester Police Dept.
Andrew Dimock – Prospective Commissioner - General Session

The Civil Service Commission meeting was called to order at 2:00 pm.

- I. The Commission approved the Minutes of the meeting (General and Executive Session) on Thursday, October 28, 2021.
- II. The Commission reviewed the following items of Correspondence: **None**
- III. The following Classifications/Reclassifications were approved as presented:

City Council & Clerk/Police Accountability Board Classify: (2)	Deputy Chief of Accountability Inspection Br. 26 (\$69,428 - \$91,545) Competitive
City Council & Clerk/Police Accountability Board Classify: (8)	Accountability Inspector Br. 23 (\$61,107 - \$80,574) Competitive
City Council & Clerk/Police Accountability Board Classify: (1)	Clerk III/Typing/Temporary (11/8/21 – 11/7/22) Br. 7 (\$35,060 – \$43,830) Competitive
Administration/Mayor’s Office Classify: (1)	Kiva Capital Access Manager Br. 12 (\$39,892 - \$51,134) Competitive
Administration/DHRM Classify: (1)	Human Resource Consultant I/Temporary (11/1/21 – 11/18/21) Br. 18 (\$48,154 - \$62,847) Competitive

Administration/DHRM Classify: (1)	Human Resource Consultant I Br. 18 (\$48,154 - \$62,847) Competitive
Administration/DHRM Classify: (1)	Human Resource Assistant/Temporary (11/1/21 – 11/18/21) Br. 16 (\$45,220 - \$58,043) Competitive
Administration/DHRM Classify: (1)	Human Resource Assistant Br. 16 (\$45,220 - \$58,043) Competitive
Administration/DHRM Classify: (1)	Clerk II Br. 9 (\$36,817 - \$46,480) Competitive
Administration/DHRM Classify: (1)	Examination Supervisor/Part-Time Br. 460N (\$17.30) Non-Competitive
DES/Buildings & Parks/Parks Classify: (1)	Assistant Operations Superintendent/Temporary (Temporary to 6/30/21) Br. 23 (\$61,107 - \$80,574) Competitive
RPL/Central/Library Automation Classify: (1)	Computer Communication Technician Br. 21 (\$53,386 - \$70,874) Competitive
IT/Data Analytics & Performance Classify: (1)	Senior Administrative Analyst Br. 24 (\$63,762 - \$84,072) Competitive
NBD/Business & Housing Development Classify: (1)	Business Liaison/Bilingual Br. 22 (\$58,563 - \$77,218) Competitive

IV. The Commission adopted the following Job Specifications: **None**

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

- Library Assistant, 21EOC68578
- Senior Service Representative, 21EP73852
- Senior Service Representative/Bilingual, 21EP73858

VI. The Commission Closed Out the following exam process with no successful candidates:

- Service Representative/Bilingual, 21EP73225
- Supervising Service Representative, 21EP70115

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

- The Rochester Police Department is requesting the reinstatement of retired Police Sergeant, Herbert Everson to the title of Public Safety Aide/Part-Time.
- The Rochester Police Department is requesting the reinstatement of Richard Looby to the position of Police Officer with the City of Rochester.
- The Department of Environmental Services is requesting the reinstatement of Carla Johnson to the position of Senior Administrative Analyst.

VIII. The Commission approved the following Civil Service Commission Meeting Dates – Jan-Jun 2022:

- January 27, 2022
- February 24, 2022
- March 24, 2022
- April 21, 2022
- May 26, 2022
- June 30, 2022

The meeting was adjourned at 3:00 PM

Respectfully submitted,



Deborah Callerame
Senior Human Resource Consultant

THE END