

CIVIL SERVICE COMMISSION  
**\*\*MINUTES\*\***  
**Thursday, October 17, 2013**  
3:30 P.M., ROOM 102A, CITY HALL

**PRESENT: Commissioners:** Sally Partner (Chair)  
Alan Caine  
John Feola  
Diane Larter

**STAFF SUPPORT:** Tassie Demps, Executive Secretary  
Yvette Chancellor Green, Law Department  
Thomas Johnson, Human Resource Coordinator  
Executive Deputy Chief William Curran, RFD  
Police Lieutenant Korey Brown, RPD  
Police Sergeant Darlene Rogers, RPD  
Battalion Chief George Peterson, RFD

**The Civil Service meeting was called to order at 2:30 PM**

- I. *The Commission entered Executive Session immediately to review confidential correspondence, to hear scheduled police and fire related appeals and to consider recommendations to disqualify Police and Fire candidates. The Commission re-entered general session at 4:40pm.*
  
- II. The Commission approved the minutes of the meetings (regular and executive) on August 15, 2013 and September 19, 2013.
  
- III. Reviewed Commission Correspondence:
  - ω Letter to Andrew Beyea informing him of the Commission's decision to deny his request to be added back to the fire fighters eligible list. He accepted employment elsewhere and is now a non-city resident.

**IV. Approved the following Classification/Reclassification Requests:**

DES/Commissioner's Office/Cemeteries Classify (1)	Cemetery Worker / Temporary (Temporary to 6/30/14) Br. 42, (\$16.38-\$20.68/hr) Non-Competitive
DES/Architecture & Engineering Classify (1)	Engineering Technician/Temporary (Temporary to 6/30/14) Br. 12, (\$34,384-\$44,073) Competitive
DES/Operations & Parks/Director's Office Re-Classify (1)	Administrative Analyst Br. 20, (\$44,249-\$58,656) Competitive to Senior Administrative Analyst Br. 24, (\$54,959-\$72,467) Competitive
DES/Operations & Parks/Director's Office Re-Classify (1)	Associate Administrative Analyst Br. 26, (\$59,843-\$78,907) Competitive to Manager of Administrative Services Br. 28, (\$65,007-\$85,715) Competitive
DES/Operations & Parks/Solid Waste Classify (1)	Assistant Operations Superintendent/Temporary (9/6/13 - 10/25/13) Br. 23, (\$52,670-\$69,449) Competitive
DES/Operations & Parks/Building Services Re-Classify (1)	Administrative Analyst Br. 20, (\$44,249-\$58,656) Competitive to Senior Administrative Analyst Br. 24, (\$54,959-\$72,467) Competitive
DES/Water/Director's Office Re-Classify (1)	Executive Assistant Br. 20, (\$44,249-\$58,656) Competitive to Senior Administrative Analyst Br. 24, (\$54,959-\$72,467) Competitive
DES/Water/Distribution Classify (1)	Water Distribution Trainee Br. 59, (\$15.57-\$19.47/hr) Competitive
Library/Community Classify (1)	Library Area Coordinator Br. 26, (\$59,843-\$78,907) Competitive
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NBD/Inspection & Compliance Classify: (1)	Clerk III / Typing/Temporary (9/30/13 – 12/30/13) Br. 7 (\$30,219 - \$37,778) Competitive
NBD/Inspection & Compliance Re-Classify (1)	Executive Assistant Br. 20, (\$44,249-\$58,656) Competitive to Senior Administrative Analyst Br. 24, (\$54,959-\$72,467) Competitive
DRYS/Recreation Classify: (4)	Sr. Recreation Assistant/PT Br. N707 (\$13.31- \$14.12) CPNC
DRYS/Recreation Classify: (2)	Sr. Recreation Assistant/Seasonal Br P810, (\$13.31- \$14.12) CPNC
DRYS/Recreation Classify: (2)	Sr. Recreation Assistant/PT/Temp Br. N707 (\$13.31- \$14.12) CPNC
RPD/Operations Classify: (1)	Police Sergeant/Temporary (Temporary 9/26/13 – 12/15/13) Br. 92, \$73,165 - \$77,072 Competitive
RPD/Operations Classify: (1)	Police Lieutenant/Temporary (Temporary 9/26/13 – 12/15/13) Br. 94, \$82,736 - \$87,724 Competitive
RPD/Animal Services Classify: (1)	Animal Care Tech/Temporary (Temporary 9/29/13 – 12/28/13) Br. 2 Non-competitive

**V. A.** The Commission established the following Civil Service Eligible Lists:

- ⊗ 911 Dispatcher I, 13ELCR1031-1
- ⊗ 911 Telecommunicator, 13ELCR2851-1

**B.** The Commission acknowledged establishment of the following Civil Service Preferred Lists for the Rochester Housing Authority:

- ⊗ Administrative Assistant, PREF9075
- ⊗ Clerk III / Typing, PREF9630
- ⊗ Safety Coordinator, PREF9130

- VI.** The Commission approved a request to extend the temporary position of 911 Shift Supervisor (encumbered by Albert Klopff) in the Emergency Communications Department
  
- VII.** The Commission reviewed a staff report regarding follow-up actions being taken in response to a determination of the New York State Civil Service Commission regarding the jurisdictional class determination for Director of Parking Violations.
  
- VIII.** The Commission considered staff reports and a recommendation regarding a challenge to the content of the Fire Lieutenant exam, submitted by Timothy D'Imperio to the New York State Department of Civil Service and subsequently forwarded from to the local Commission for consideration.

The Commission concurred with the findings in the staff report and established the eligible list for Fire Lieutenant (P72366) as presented.

**The meeting was adjourned at 5:15pm**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Thomas Johnson', followed by a long horizontal line extending to the right.

Thomas Johnson  
Human Resource Coordinator