

**CIVIL SERVICE COMMISSION  
GENERAL SESSION  
MINUTES  
Thursday, April 21, 2016  
3:30 P.M., ROOM 102A, CITY HALL**

PRESENT: Commissioners: Sally Partner (Chair)  
John Feola  
Leslie Smith  
Fernan Cepero

IN ATTENDANCE: Tassie Demps, Executive Secretary  
Deborah Callerame, Senior Human Resource Consultant

The Civil Service Commission meeting was called to order at 3:45 pm.

- I. The Commission approved the minutes of the meeting (regular and executive session) on **March 24, 2016**.
- II. The Commission reviewed the following items of correspondence: **None**
- III. The following classifications/reclassifications were **approved** as presented:

DES/Operations/Special Services Classify: (1)	Special Equipment Operator/Temporary (1 Year) Br. 64 (\$18.16 - \$23.08) Non-Competitive
Library/Central/Teen Center Classify: (1)	Digital Media Associate / Temporary (4/25/16 – 11/25/16) Br. 14 (\$37,641 - \$48,347) Competitive
Information Technology Classify: (1)	Systems Engineer I Br. 25 (\$59,667 - \$78,673) Competitive
Information Technology Classify: (1)	Systems Engineer IV / On Call / Temporary (5/9/16 – 5/8/17) Br. N308 (\$35.30 - \$46.55) Competitive
NBD/Business & Housing Development Classify: (1)	Senior Community Housing Planner Br. 24 (\$57,179 - \$75,394) Competitive
FINANCE/Accounting Classify: (1)	IT Transition Analyst III / Temporary (3/13/16 – 1/31/17) Br. 30 (\$73,430 - \$96,821) Competitive

RPD/Operations Classify: (1)	Clerk III/Typing / Temporary (4/4/16 – 6/3/16) Br. 7 (\$31,132- \$38,919) Competitive
Rochester Housing Authority Classify: (1)	Deputy Executive Director Br. \$80,000 - \$110,000 Competitive

IV. The Commission **adopted** the following job specifications:

- Deputy Executive Director/RHA
- IT Transition Analyst III
- Public Safety Communicator I/Bilingual
- Technology Application Coordinator

V. The Commission **established** the following eligible list(s) for one (1) year, unless extended:

- Clerk III/Typing Bilingual, EDCRT0635
- Manager of Water Production, 16EP74036
- Principal Graphic Designer, 16EOC65429
- Principal Graphic Designer, 16EP71927
- 911 Dispatcher I, ELCR1031-1
- 911 Telecommunicator, ELCR2851-1

VI. The Commission **approved** the following Reinstatement request(s):

- Antonia Anthony to the title of Service Representative/Bilingual/Part Time in the 311 Call Center
- Kenneth Ehmann to the title of Systems Engineer IV/On Call/Temporary.

**The meeting was adjourned at 4:40 PM**

Respectfully submitted,



Deborah Callerame  
Senior Human Resource Consultant

**THE END**