



DES/Buildings & Parks/Building Services Classify: (1)	Maintenance Worker/Temporary (5/1/17 – 7/29/17) Br. 57 (\$15.65 - \$19.53) Non-Competitive
DES/Water/Director's Office Classify: (1)	Associate Administrative Analyst/On-Call/Temporary (5/1/17 – 6/30/17) Br. N268 (\$30.23 - \$39.86) Competitive
DES/Water/Upland Classify: (1)	Assistant to the Manager of Water Production/On-Call Br. N288 (\$32.84 - \$43.30) Competitive
DES/Equipment Services Classify: (1)	Equipment Mechanic/Part-Time Br. P638 (\$18.07 - \$20.46) Non-Competitive
DES/Equipment Services Classify: (1)	Equipment Trainer/On-Call/Temporary (6/5/17 – 12/31/17) Br. P188 (\$20.97 - \$23.71) Competitive
LIBRARY/Central/Shipping Classify: (1)	Mail Room Clerk/Part-Time/Temporary (5/5/17 – 7/5/17) Br. N095 (\$17.54 - \$20.03) Competitive
INFORMATION TECHNOLOGY Classify: (1)	Information Services Developer Br. 23 (\$55,346 - \$72,977) Competitive
NBD/Commissioner's Office Classify: (1)	Special Assistant to the Commissioner of NBD/Temporary (4/24/17 – 5/7/17) Br. 35 (\$90,720 - \$119,620) Competitive
NBD/Commissioner's Office Classify: (1)	Special Assistant to the Commissioner of NBD/On- Call/Temporary (5/8/17 – 6/30/17) Br. 35 (\$43.62 - \$57.51) Competitive
NBD/Business & Housing Development Classify: (1)	Associate Real Estate Specialist Br. 26 (\$62,883 - \$82,916) Competitive
FINANCE/Assessment Classify: (1)	Clerk II/Typing Br. 9 (\$33,346 - \$42,098) Competitive
FINANCE/Parking Bureau Classify: (1)	Parking Enforcement Officer/Part-time/ Temporary (1 month, end date 6/25/17) Br. P108 (\$16.43 - \$18.57) Competitive
DRYS/Recreation Administration Classify: (20)	Literacy Aide/Seasonal Br. N403 (\$9.70-\$11.51) Non-Competitive

Rochester Housing Authority Classify: (4)	Housing Manager III Range: \$34,000 - \$48,000 Competitive
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- IV. The Commission adopted the following job specifications:
- Personnel Management Assistant
- V. The Commission Established the following Eligible List(s) for one (1) year, unless extended: **None**
- VI. The Commission Closed Out the following exam process with no successful candidates: **None**
- VII. The Commission affirmed the Extension of the following Civil Service Eligible Lists for one year unless replaced with a new list: **None**
- VIII. The Commission approved the following Extension of Temporary position (**Correction**):
- The Civil Service Commission approved the extension of the Public Arts Coordinator 9encumbered by Lisa Baker and Justin Suarez) on March 30, 2017. The end date should reflect 7/14/17 not 6/14/17.
- IX. The Commission approved the following Transfer Request(s): **None**
- X. The Commission approved the following Reinstatement Request(s):
- Emergency Communications Department submitted a request for the reinstatement of Jaclyn Finn to the title of 911 Telecommunicator to fill an opening in the 911 Call Center.
  - The Department of Environmental Services requested permission to reinstate Victoria Wehbring to the title of Supervisor of Administrative Services, effective May 29, 2017.
  - The Department of Environmental Services requested permission to reinstate Mark Erdle to the title of Assistant to the manager of Water Production On/Call, effective May 29, 2017.

- XI. The Commission held a Public Hearing regarding a Resolution to Delegate Authority to the Executive Secretary to carry out certain functions on behalf of the Commission for the period 06/01/2017 – 05/31/2018. There were no speakers. The Commission approved the Resolution.
- XII. The Commission voted on the election of a Chair for 06/01/2017 – 05/31/2018. Commissioner John Feola was elected Chair.
- XIII. The Commission adopted the following meeting dates for July – December 2017:
- Thursday, July 27
  - Thursday, August 24
  - Thursday, September 28
  - Thursday, October 26
  - Thursday, November 30
  - Thursday, December 21

**The meeting was adjourned at 4:00 PM**

Respectfully submitted,



Deborah Callerame  
Senior Human Resource Consultant