

**CIVIL SERVICE COMMISSION**  
**MEETING MINUTES**  
**Thursday, August 16, 2023**  
 2:00 P.M., Office of Training and Safety  
 107 Bridge View Drive

PRESENT: Commissioners: Carol Kramer (Chair)  
 Tashanda Thomas  
 Andrew Dimock

IN ATTENDANCE: Dr. Rose Nichols, Executive Secretary  
 Peachie Jones, Law Department  
 Fernan Cepedo, Deputy Director of HRM  
 Kimberly Kamagate, Senior HR Consultant  
 Dan Butler, Chief Equity Officer  
 Amy Mills, Executive Deputy Director – ECD

The Civil Service Commission meeting was called to order at 5:30 PM.

I. The Commission approved the Minutes of the meeting (General & Executive Sessions) on July 20, 2023

II. The following Classification/Reclassification(s) were approved as presented:

Administration/Mayor's Office Classify (1)	Manager of Pathways to Peace Br. 24 (\$67,480 - \$88,975) CPNC
Administration/Mayor's Office Classify (1)	Associate City Planner/Temporary (7/26/23 – 8/16/23) Br. 26 (\$73,477 - \$96,884) Competitive
Administration/Mayor's Office Classify (1)	Associate City Planner Br. 26 (\$73,477 - \$96,884) Competitive
Administration/DHRM Classify (1)	Secretary to the Director of Human Resource Management Br. 16 (\$47,857 - \$61,428) Competitive
DES/Operations/Director's Office Classify (1)	Senior Administrative Analyst/On-Call/Temporary (7/31/23 – 12/31/23) Br. 248N (\$32.44 - \$42.78) Competitive
DES/Water/Distribution Classify (1)	Water Maintenance Worker/Temporary (Temporary 1 Year) Br. 62 (\$20.56 - \$25.95) Non-Competitive
DES/Equipment Services Classify (1)	Senior Administrative Analyst/Temporary (8/2/23 – 8/16/23) Br. 24 (\$67,480 - \$88,975) Competitive
DES/Equipment Services Classify (1)	Senior Administrative Analyst Br. 24 (\$67,480 - \$88,975) Competitive
RPL/Central Classify (1)	Library Finance Specialist Br. 23 (\$64,671 - \$85,272) Competitive

Information Technology/Data & Digital Services Classify (1)	Digital Services Developer I Br. 25 (\$70,415 - \$92,844) Competitive
Information Technology/Data & Digital Services Classify (1)	Data Analyst Br. 26 (\$73,477 - \$96,884) Competitive
NBD/Business & Housing Development Classify (1)	Senior Community Housing Planner Br. 24 (\$67,480 - \$88,975) Competitive
NBD/Business & Housing Development Classify (1)	Senior Economic Development Specialist/Bilingual Br. 24 (\$67,480 - \$88,975) Competitive
FIN/Accounting Classify (1)	Accountant Br. 17 (\$49,306 - \$63,887) Competitive
FIN/Treasury Classify (1)	Senior Account Clerk Br. 12 Competitive
FIN/Parking Classify (1)	Clerk II/Bilingual Br. 9 (\$38,963 - \$49,190) Competitive
FIN/Rochester Traffic Violations Agency Classify (1)	Lead Motor Vehicle Representative Br. 12 (\$42,218 - \$54,115) Competitive
DRHS/Commissioner's Office Classify (1)	DRHS Project Manager Br. 26 (\$64,671 - \$85,272) Competitive
DRHS/Commissioner's Office Classify (1)	Community Outreach Specialist Br. 10 (\$39,932 - \$50,716) Competitive
DRHS/Commissioner's Office Classify (1)	Foster Care and Transfer Coordinator Br. 16 (\$47,857 - \$61,428) Competitive
DRHS/Commissioner's Office Classify (2)	Animal Care Technician/Part-Time (6 months) Br. 702 (\$15.47 - \$19.04) Non-Competitive
RPD/Administration/Personnel Classify (1)	Clerk III/Typing/Part-Time Br. 707AP (\$19.75 - \$24.08) Non-Competitive
<b>RPD/Administration/Technical Services Section Classify (1)</b>	<b>Lot Attendant/Part-Time Br. 709AP (\$20.73 - \$24.03) Non-Competitive</b>

III. The Commission adopted the following Job Specification(s):

- Assistant to the Budget Director

IV. Misc:

- I. Approved the extension of the Resolution for the Civil Service Exam Fee
- II. Approved the Amendment of the June 29, 2023 minutes
  - i. Senior Recreation Assistance (PARFS)
  - ii. Deputy Fire Chief (PARFS)

V. The Commissioner entered into Executive Session to hear, discuss, and vote on the following:

The Civil Service Commission rendered the following Votes/Determinations regarding the appeals for the following:

- Approved the candidate's Psych evaluation
  - - J.T.
- Disqualification from the Rochester Police Department eligible list:
  - A.A.
  - J.A.
  - S.B.
  - N.B.
  - K.C.
  - N.E.
  - K.G.
  - C.G.
  - W.H.
  - C.I.
  - D.J.
  - B.J.
  - B.J.
  - L.K.
  - B.M.
  - D.M.
  - Y.M.
  - S.M.
  - S.N.
  - E.O.
  - N.P.
  - J.P.
  - J.P.
  - D.P.
  - A.R.
  - A.S.
  - K.A.
  - A.T.
  - L.T.

The meeting was adjourned at 6:13 PM