

CIVIL SERVICE COMMISSION  
GENERAL & EXECUTIVE  
AGENDA  
**Friday, July 29, 2022**  
2:00 P.M., Training and Safety  
107 Bridge View Drive

I. Approval of the Minutes of the meeting (General and Executive) on June 30, 2022.

II. Commission Correspondence(s): **None**

III. Classification/Reclassification(s):

Administration/Mayor's Office Classify (1)	Chief Legislative Assistant – Mayor's Office Br. 26 (\$69,428 - \$91,545) CPEX
Administration/Mayor's Office Classify (1)	Business Analyst IV (Project Manager)/Temporary (7/1/22 – 7/22/22) Br. 31 (\$85,235 - \$112,388) Competitive
Administration/Mayor's Office Classify (1)	Business Analyst IV (Project Manager) Br. 31 (\$85,235 - \$112,388) Competitive
Administration/Mayor's Office Classify (1)	Manager of Project Management Br. 31 (\$85,235 - \$112,388) CPNC
DES/Architecture & Engineering Classify (1)	Accountant Br. 17 (\$46,589 - \$60,367) Competitive
RPL/Community Classify (10)	Library Branch Manager / Full Time Br. 22 (\$58,56 – \$77,217) Competitive
RPL/Community Classify (10)	Senior Library Clerk/Bilingual Br. 6 (\$34,169 - \$42,666) Competitive
FIN/Assessment Classify (1)	Clerk III/Temporary Br. 7 (\$35,060 - \$43,830) Competitive
FIN/Parking & Municipal Code Violations Classify (1)	Clerk III/Bilingual Br. 7 (\$35,060 - \$43,830) Competitive
FIN/Purchasing Classify (1)	MWBE Analyst Br. 22 (\$58,562 - \$77,217) Competitive
FIN/Purchasing Classify (1)	Compliance Analyst Br. 22 (\$58,562 - \$77,217) Competitive
DRHS/Animal Services Classify (1)	Community Relations & Engagement Coordinator Br. 18 (\$48,154 - 62,847) Competitive
DRHS/Youth Services Classify (1)	Roc Music Associate Br. 11 (\$38,765 - \$49,414) Competitive

DRHS/Human Services Classify (1)	Emergency Response Social Worker Supervisor Br. 24 (\$63,761 - \$84,072) Competitive
DRHS/Human Services Classify (1)	COVID Response Associate Br. 11 (\$38,765 - \$49,414) Competitive
DRHS/Human Services Classify (1)	Peer Navigator Br. 13 (\$41,115 - \$52,673) Competitive
DRHS/Human Services Classify (1)	Peer Navigator / Part Time Br. 13 (\$41,115 - \$52,673) Competitive
RHA/Information Technology Department Classify (1)	Business Analyst I (\$58,000 - \$73,500) Competitive
RHA/Information Technology Department Classify (1)	Business Analyst II (\$63,500 - \$80,000) Competitive
RHA/Information Technology Department Classify (1)	Systems Engineer II (\$60,000 - \$80,000) Competitive
RHA/Information Technology Department Classify (1)	Systems Engineer III (\$65,500 - \$89,500) Competitive

**IV. Adoption of Job Specification(s):**

- Community Relations & Engagement Coordinator
- COVID Response Associate
- Education Enrichment Associate
- Firefighter
- Peer Navigator
- ROC Music Operations Associate

**V. A. Establishment of Civil Service Eligible List(s):**

- Librarian I, ECRT1455
- Youth Services Assistant, 22EOC65629

**B. Close-out of examination process: **None****

**VI. Request for Extension of Civil Service Eligible List(s): **None****

**VII.** Request for Extension of Temporary Position(s):

- One position of Shelter Veterinarian-Temporary (encumbered by Catherin Mattson) in the Animal Service Unit of Recreation and Human Services.
- One position of Recreation Leader/Education Specialist in the Recreation Unit of Recreation and Human Services.
- One position of MWBE Analyst (encumbered by Shameka Davis) in the Purchasing Unit of Finance.
- One position of Compliance Analyst (encumbered by Kenneth Burrows) in the Purchasing Unit of Finance.
- One position of Maintenance Worker/FT (encumbered by Ricky Perez) in the Central Unit of Library.

**VIII.** Transfer(s): **None**

**IX.** Reinstatement Request(s): **None**

**X.** Executive Session: (A discussion regarding the temporary removal of a Fire Captain candidate from the promotional eligible list, render final decisions from Police Officer candidates' appeals, and to discuss and vote on recommended disqualifications of prospective Police Officer candidates.)

**END**