

**CIVIL SERVICE COMMISSION**  
**MEETING MINUTES**  
**Thursday, March 30, 2023**  
 2:00 P.M., Office of Training and Safety  
 107 Bridge View Drive

PRESENT: Commissioners: Carol Kramer (Acting Chair)  
 Terrance Youmans  
 Andrew Dimock

IN ATTENDANCE: Dr. Rose Nichols, Executive Secretary  
 Peachie Jones, Law Department  
 Kimberly Kamagate, Senior HR Consultant  
 Amy Mills, Deputy Director of ECD  
 Greg Rooney, Deputy Director of ECD  
 Michael J. Ciulla, RPD Lieutenant

The Civil Service Commission meeting was called to order at 2:05 pm.

- I. The Commission approved the Minutes of the meeting (General & Executive Sessions) for February 23, 2023.
- II. The following Classification/Reclassification(s) were approved as presented:

Administration/Mayor's Office Classify (1)	Director of Financial Empowerment/Temporary (Temporary to 6/30/23) Br. 27 (\$74,254 - \$97,907) Competitive
Administration/DHRM Classify (1)	Chief Equity Officer Br. 28 (\$77,306 - \$101,930) CPNC
RFD/Office of the Fire Chief Classify (1)	Administrative Assistant/Temporary (Temporary 1 Year) Br. 16 (\$46,351 - \$59,494) Competitive
DES/Commissioner's Office Classify (1)	Environmental Sustainability Analyst Br. 21 (\$54,721) Competitive
DES/Operations/Director's Office Classify (1)	Executive Assistant/Temporary (c) (Temporary to 6/30/23) Br. 20 (\$52,621 - \$69,752) Competitive

DES/Operations/Solid Waste Classify (1)	Administrative Assistant/Temporary (Temporary to 6/30/23) Br. 16 (\$46,351 - \$59,494) Competitive
DES/Operations/Solid Waste Classify (1)	Senior Account Clerk/Temporary (Temporary to 6/30/23) Br. 10 (\$38,660 - \$49,120) Competitive
DES/Water/Upland Operations Classify (1)	Senior Water Supply Maintenance Worker/Construction Br. 65 (\$21.70 - \$27.43) CPNC
RPL/Central Classify (1)	Library Assistant Br. 14 (\$43,450 - \$55,808) Competitive
RPL/Central Classify (1)	Sr. Library Page/Temporary Br. 2 (\$32,172 - \$39,601) Labor
IT/Administration Classify (1)	Secretary to the Chief Technology Officer (c) Br. 18 (\$49,358 - \$64,418) Competitive
IT/Infrastructure & Operations Classify (1)	Systems Engineer Br. 23 (\$62,635 - \$82,588) Competitive
NBD/Buildings & Zoning Classify (1)	Code Enforcement Coordinator/Temporary (3/1/23 – 6/30/23) Br. 24 (\$65,356 - \$86,174) Competitive
DRHS/Recreation & Human Services Classify (1)	Secretary to the Commissioner of the Dept. of Recreation & Human Services/On-Call/Temp. Br. 180 (\$27.12 - \$35.39) Competitive Pending Exempt
DRHS/Commissioner's Office Classify (1)	Shelter Veterinarian/On-Call/Temp. Br. 28 (\$77,306 - \$101,930) Competitive
DRHS/Commissioner's Office Classify (1)	Project Assistant/Bilingual Br. 12 (\$40,889 - \$52,412) Competitive
DRHS/Recreation & Youth Services Classify (1)	ROC City Fellows Undergraduate/Seasonal Br. 463 (\$15.75 - \$17.62) Non-Competitive
DRHS/Recreation & Youth Services Classify (1)	ROC Urban Fellow Undergraduate/Seasonal Br. 463 (\$15.75 - \$17.62) Non-Competitive

DRHS/Human Services Classify (1)	Crisis Response Program Coordinator Br. 23 (\$62,635 - \$82,588) Competitive
DRHS/Human Services Classify (1)	Community Engagement Associate Br. 11 (\$39,734 - \$50,649) Competitive
RPD/Administration/Personnel Classify (1)	Payroll Associate Br. 16 (\$46,351 - \$59,494) Competitive

III. The Commission established the following Eligible List(s) for one (1) year, unless extended:

- Animal Control Officer – 22EOC63089
- Animal Services Client Specialist – 22EOC62986

IV. The Commission affirmed the Extension of the following Civil Service Eligible List(s) for one year unless replaced with new list(s):

- 911 Operations Manager, 21ELP2104
- 911 Shift Supervisor, 20ELP2004
- Assistant Supervisor of Markets, 19EOC68427
- Building Maintenance Supervisor/RHA, 19EOC67469
- Cemetery Service Representative, 19EOC68434
- Clerk II, 19EP73734
- Community Housing Planner, 20EOC63573
- Housing Manager II/RHA, 20EOC65484
- Housing Manager II/RHA, 20EP73291
- Housing Manager III/RHA, 20EP73739
- Housing Specialist/RHA, 20EOC63152
- Lead Police Information Clerk, 19EP73907
- Mail Room Clerk/RHA, 19EOC69138
- Manager of Building Services, 19EP73517
- Meter Reader, 21EOC69063
- Parking Enforcement Officer, 19EOC67100
- Parking Enforcement Supervisor, 19EP73542
- Police Information Clerk, 19EOC68745
- Police Investigator, 21ELP2103
- Police Paralegal, 21EOC65629
- Property Manager/RHA, 20EOC60131
- Public Housing Director/RHA, 20EOC61955
- Senior Community Housing Planner, 20EOC63390
- Supervisor of Structures and Equipment, 19EP73493

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

- Department of Environmental Service is requesting to reinstate an Engineer II
  - MC

VI. MISC: The Commission approved the following

- Public Safety Aide – Continue to hire ½ non-competitive and ½ reinstatement
- Emergency Communication Department Disqualification & Appeals Policy

VII. 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:

- Removed from the Code Enforcement officer trainee Eligible list:
  - N.G.
  
- Removed from the 911 Dispatcher I/Telecommunicator Eligible lists:
  - M.R.
  - K.W.

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

- Permitted to remain on the Eligible lists:
  - Fire Captain
    - C.T.
  
  - Police Officer:
    - A.D.

The Civil Service Commission rendered the following Votes/Determinations regarding the recommended disqualifications of prospective Police Department and 911 Dispatcher I/Telecommunicator candidates:

- A. Disqualification from the Police Officer eligible list:
  - A.A.
  - M.B.

- G.B.
- P.D.
- C.D.
- N.D.
- W.H.
- T.H.
- D.J.
- J.K.
- J.K.
- M.L.
- B.M.
- S.M.
- K.O.
- T.P.
- K.P.
- N.S.
- V.S.
- M.T.
- M.T.
- J.T.
- A.T.
- J.T.
- C.T
- N.Y.

B. Disqualification from the 911 Dispatcher I/Telecommunicator eligible list:

- K.C.
- E.F.
- C.H.
- K.M.
- M.M.
- J.R.
- T.W.
- L.W.

**The meeting was adjourned at 4:45 PM**