

CIVIL SERVICE COMMISSION
AGENDA
Thursday, May 23, 2024
2:00 P.M. @ Training and Safety

Attendees	Present	Arrived Late	Left Early	Absent	
Carol Kramer, Commissioner, Chair					
Zahira Jimenez, Commissioner					
Orlando Rivera, Commissioner					
Edward Stulginsky, Commissioner					
Tashanda Thomas-Brown, Commissioner					
Dr. Rose Nichols, Executive Secretary					
Time Meeting Began:					

I. Approval of the Minutes of the meeting on April 24, 2024

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

II. Commission Correspondence(s): None

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

III. Classification/Reclassification(s):

Administration/Law Classify (1)	Paralegal Br. 20 (\$54,331 - \$72,019) Competitive
ECD/911 Administration Classify (1)	Background Investigator/On-Call Br. 160N (\$26.30 – 29.73) Competitive
DES/Commissioner's Office Classify (1)	Employee Safety Coordinator/Temporary (Temporary 6 Months) Br. 25 (\$70,415 - \$92,844) Competitive
DES/Operations Classify (1)	Vending Inspector/Seasonal Br. 360N (\$19.52) Non-Competitive
DES/Buidlings & Parks Classify (1)	Assistant to the Manager of Building Services Br. 20 (\$64,671 - \$85,272) Competitive
DES/Water/Upland Classify (1)	Water Plant Operator Trainee Br. 12 (\$42,218 - \$54,115) Competitive

RPL/Central Classify	(1)	Librarian II/Temporary (3 months) Br. 20 (\$54,331 - \$72,019) Competitive				
RPL/Central Classify	(1)	Security Guard/Part-Time/Temporary (ends June 12, 2024) Br. 15 (\$19.11 - 21.99) Non-competitive				
RPL/Central Classify	(1)	Security Guard/Part-Time/Temporary (June 30, 2024) Br. 15 (\$19.11 - 21.99) Non-competitive				
RPL/Central Classify	(1)	Library Assistant/Part-Time/Temporary (ends June 12, 2024) Br. 145 (\$23.37 - \$26.71) Non-competitive				
RPL/Central Classify	(1)	Library Assistant/Part-Time/Temporary (June 30, 2024) Br. 145 (\$23.37 - \$26.71) Non-competitive				
RPL/Central Classify	(1)	Truck Driver/Temporary (6 months) Br. 8 (\$37,922 - 47,726) Non-Competitive				
NBD/Buildings & Compliance Classify	(1)	Property Rehabilitations Specialist/On-Call Br. 218N (\$27.16 - \$36.06) Competitive				
FIN/Purchasing Classify	(1)	Assistant Director of Purchasing Br. 28 (\$79,818 - \$105,243) Competitive				
DRHS/Youth Services Classify	(1)	Pool Supervisor Br. 12 (\$42,218 - \$54,115) Competitive				
RPD/Administration Classify	(1)	Clerk II/On-Call Br. 90N (\$21.41 - \$27.03) Competitive				
Commissioner		Motioned	2nd	Agree	Nay	Abstain
Carol Kramer						
Zahira Jimenez						
Orlando Rivera						
Edward Stulginsky						
Tashanda Thomas-Brown						
IV. Adoption of Job Specification(s):						
• Assistant Director of Purchasing						
• Library Director V						
• Paralegal						
• Project Manager						
Commissioner		Motioned	2nd	Agree	Nay	Abstain
Carol Kramer						
Zahira Jimenez						
Orlando Rivera						
Edward Stulginsky						

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

- Assistant Plans Examiner
- Code Enforcement Coordinator
- Manager of Zoning

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

- Close-out of examination process: None

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

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

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

VII. Request for Extension of Temporary Position(s): None

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

VIII. Transfer(s): None

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

IX. Reinstatement Request(s):

- The Department of Neighborhood and Business Development is requesting permission to reinstate a Code Enforcement Officer.
- The Department of Neighborhood and Business Development is requesting permission to reinstate a Property Rehabilitation Specialist/On-Call.
- The Rochester Police Department is requesting permission to reinstate a Clerk II/On-Call

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

X. Misc.:

- Review meeting procedures for General and Executive Sessions

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

XI. Executive Session:

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

Time Executive Session Began:

Attendees	Present	Arrived Late	Left Early	Absent	
Carol Kramer, Commissioner, Chair					
Zahira Jimenez					
Orlando Rivera, Commissioner					
Edward Stulginsky, Commissioner					
Tashanda Thomas-Brown, Commissioner					
Dr. Rose Nichols, Executive Secretary					

The Commission will hear, discuss, and render final decisions regarding the following:

- Rochester Police Department is recommending the disqualification of a prospective Police Officer candidate

Commissioner	Motioned	2 nd	Agree	Nay	Abstain
Carol Kramer					
Zahira Jimenez					
Orlando Rivera					
Edward Stulginsky					
Tashanda Thomas-Brown					

Time Executive Session Ended:

Time Meeting Ended: