

CIVIL SERVICE COMMISSION  
AGENDA  
**Thursday, June 27, 2024**  
2:00 P.M. @ Training and Safety

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

<b>Time Meeting Began:</b>					
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- I. Approval of the Minutes of the meeting on **May 23, 2024**
- II. Approval of the Minutes of the meeting on **June 3, 2024**

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

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

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

**IV. Classification/Reclassification(s):**

City Council & Clerk/Police Accountability Board Classify (1)	Communications Manager Br. 27 (\$79,159 - \$104,374) Competitive
City Council & Clerk/Police Accountability Board Classify (1)	Investigator/Bilingual Br. 23 (\$66,773 - \$88,043) Competitive
City Council & Clerk/Police Accountability Board Classify (1)	Policy Data Analyst/Bilingual Br. 23 (\$66,773 - \$88,043) Competitive
Administration/Mayor's Office Classify (1)	Chief Data Officer Br. 36 (\$124,642 - \$160,889) CPNC

Administration/Mayor's Office Classify (1)	Business Analyst III (Project Manager) Br. 29 (\$85,869 - \$113,087) Competitive
Administration/Mayor's Office Classify (12)	Youth Intervention Aide Br. 15 (\$47,761 - \$61,304) CPNC
Administration/Mayor's Office Classify (1)	Executive Assistant/On-Call/Temporary (Temporary 1 Year) Br. 208 (\$30.83 - \$40.86) Competitive
Administration/DHRM Classify (1)	Senior Human Resource Associate/Bilingual Br. 14 (\$46,320 - \$59,495) Competitive
Administration/DHRM Classify (1)	Payroll Systems Specialist Br. 24 (\$69,673 - \$91,867) Competitive
Administration/Communications Classify (1)	Digital Communications Aide Br. 16 (\$49,419 - \$63,424) Competitive
Administration/Law Classify (1)	Paralegal Br. 20 (\$56,097 - \$74,360) Competitive
RFD/Operations Classify (1)	Project Assistant Br. 12 (\$43,590 - \$55,874) Competitive
RFD/Administration Classify (1)	Fire Lieutenant Br 82 (\$101,231 - \$106,238) Competitive
DES/Commissioner' Office Classify (5)	Security Guard Br. 59 (\$19.73 - \$24.68) Non-Competitive
DES/Commissioner' Office Classify (1)	Supervising Security Guard Br. 16 (\$49,419 - \$63,424) Non-Competitive
DES/Architecture & Engineering Classify (1)	Transportation Specialist Br. 26 (\$75,865 - \$100,033) Competitive
DES/Architecture & Engineering Classify (3)	Landscape Architect Br. 24 (\$69,673 - \$91,867) Competitive
DES/Architecture & Engineering Classify (2)	Engineer III Br. 26 (\$75,865 - \$100,033) Competitive
DES/Architecture & Engineering Classify (1)	Engineering Technician Br. 12 (\$43,590 - \$55,874) Competitive
DES/Architecture & Engineering Classify (1)	Manager of Special Projects Br. 27 (\$79,159 - \$104,374) Competitive
DES/Operations Classify (1)	Administrative Assistant Br. 16 (\$49,419 - \$63,424) Competitive
DES/Operations Classify (1)	Dispatcher Br. 64 (\$22.35 \$28.40) Competitive

DES/Operations Classify	(1)	Ground Equipment Operator Br. 56 (\$18.43 - \$22.70) Non-Competitive
DES/Buildings & Parks Classify	(1)	Building Supervisor Br. 18 (\$52,618 - \$63,424) Competitive
DES/Equipment Services Classify	(1)	Technology Applications Specialist Br. 23 (\$66,773 - \$88,043) Competitive
DES/Equipment Services Classify	(5)	Heavy Mechanic I Br. 15 (\$47,761 - \$61,304) Competitive
DES/Equipment Services Classify	(1)	Heavy Equipment Aide Br. 59 (\$19.73 - \$24.68) Non-Competitive
DES/Equipment Services Classify	(1)	Garage Attendant Br. 57 (\$18.88 - \$23.56) Non-Competitive
DES/Equipment Services Classify	(1)	Senior Supervising Stock Clerk Br. 18 (\$52,618 - \$63,424) Competitive
DES/Equipment Services Classify	(1)	Assistant Service Manager/On-Call/Temporary (Temporary 6 Months) Br. 238N (\$32.10 - \$42.33) Competitive
DES/Water Classify	(1)	Technology Applications Coordinator Br. 25 (\$72,703 - \$95,861) Competitive
DES/Water Classify	(1)	Superintendent of Water Distribution Br. 25 (\$72,703 - \$95,851) Competitive
DES/Water Classify	(1)	Supervisor of Water Supply Maintenance Br. 21 (\$58,335 - \$77,445) Competitive
DES/Water Classify	(1)	Senior Water Maintenance Worker/Construction Br. 65 (\$23.14 - \$29.24) CPNC
DES/Water Classify	(1)	Senior Water Plant Operator Br. 18 (\$52,618 - \$68,674) Competitive
DES/Water Classify	(4)	Senior Water Distribution Technician Br. 65 (\$23.14 - \$29.24) CPNC
Library/Central Classify	(1)	Historical Services Coordinator Br. 20 (\$56,097 - \$74,360) Competitive
Library/Central Classify	(1)	Director of Library Administration & Operations Br. 31 (\$93,137 - \$122,808) Competitive
Library/Central Classify	(1)	Executive Assistant Br. 20 (\$56,097 - \$74,360) Competitive
Library/Central Classify	(1)	Senior Maintenance Mechanic/Buildings Br. 15 (\$47,761 - \$61,304) Competitive

Library/Central Classify	(1)	Librarian III Br. 22 (\$93,992 - \$84,376) Competitive
Library/Central Classify	(1)	Library Assistant Br. 14 \$46,320 - \$59,095) Competitive
Library/Central Classify	(1)	Library Cloud Services Analyst Br. 24 (\$69,673 - \$91,867) Competitive
IT/Client Services Classify	(1)	Systems Engineer III Br. 29 (\$85,769 - \$113,087) Competitive
IT/Security & Networking Classify	(1)	IT Security Analyst II Br. 27 (79,159 - \$104,374) Competitive
IT/Data & Digital Services Classify	(1)	Digital Services Developer I Br. 25 (\$72,703 - \$95,851) Competitive
NBD/Commissioner's Office Classify	(1)	Data Analyst Br. 26 (\$75,865 - \$100,033) Competitive
NBD/Commissioner's Office Classify	(1)	Principal Finance Clerk Br. 15 (\$47,761 - \$61,304) Competitive
NBD/Business & Housing Development Classify	(1)	Director of Business & Housing Development Br. 32 (\$96,961 - \$127,845) CPNC
NBD/Business & Housing Development Classify	(1)	Senior Administrative Analyst/Bilingual Br. 24 (\$69,673 - \$91,867) Competitive
NBD/Business & Housing Development Classify	(1)	Real Estate Specialist Br. 20 (\$56,097 - \$74,360) Competitive
NBD/Business & Housing Development Classify	(1)	Associate Administrative Analyst Br. 26 (\$75,865 - \$100,033) Competitive
NBD/Neighborhood Preservation Classify	(1)	Assistant to the NSC Administrator Br. 24 (\$69,673 - \$91,867) Competitive
NBD/Buildings & Compliance Classify	(1)	Senior Plans Examiner Br. 25 (\$72,703 - \$95,851) Competitive
NBD/Buildings & Compliance Classify	(1)	Administrative Analyst/Bilingual Br. 20 (\$56,097 - \$74,360) Competitive
Finance/Treasury Classify	(1)	Senior Resource Collector Br. 14 \$46,320 - \$59,095) Competitive
Finance/Treasury Classify	(1)	Administrative Assistant Br. 16 (\$49,419 - \$63,424) Competitive
Finance/Parking Classify	(1)	Assistant Superintendent of Structures & Equipment Br. 24 (\$69,673 - \$91,867) Competitive

Finance/Parking Classify	(1)	Parking Operations Coordinator Br. 24 (\$69,673 - \$91,867) Competitive
Finance/Purchasing Classify	(1)	Business Analyst Br. 23 (\$66,773 - \$88,043) Competitive
Finance/Purchasing Classify	(1)	Senior Purchaser Br. 22 (\$93,992 - \$84,376) Competitive
DRHS/Commissioner's Office Classify	(1)	Supervisor of Markets/Temporary (3 months) Br. 23 (\$64,671 - \$85,272) Non-competitive
DRHS/Commissioner's Office Classify	(1)	Senior Administrative Analyst Br. 24 (\$69,673 - \$91,867) Competitive
DRHS/Commissioner's Office Classify	(1)	Assistant to the Director of Administration Br. 18 (\$52,618 - \$68,674) Competitive
DRHS/Commissioner's Office Classify	(1)	Principal Finance Clerk Br. 15 (\$47,761 - \$61,304) Competitive
DRHS/Commissioner's Office Classify	(1)	Senior Service Assistant Br. 11 (\$42,358 - \$53,995) Competitive
DRHS/Commissioner's Office Classify	(1)	Clerk II/Bilingual Br. 9 (\$40,229 - \$50,789) Competitive
DRHS/Commissioner's Office Classify	(1)	Assistant Director of Animal Control Br. 23 (\$66,773 - \$88,043) Competitive
DRHS/Commissioner's Office Classify	(1)	Assistant Director of Shelter Operations Br. 23 (\$66,773 - \$88,043) Competitive
DRHS/Commissioner's Office Classify	(1)	Animal Control Officer/Part Time/Temporary (3 months) Br. 712 (\$20.30 - \$26.02) Unclassified
DRHS/Commissioner's Office Classify	(1)	Clerk III/Typing/Part-Time Br. 707 (\$20.39 - \$25.49) Non-competitive
DRHS/Commissioner's Office Classify	(1)	Community Relations & Engagement Associate Br. 18 (\$52,618 - \$68,674) Competitive
DRHS/Commissioner's Office Classify	(1)	Senior Community Outreach Specialist Br. 18 (\$52,618 - \$68,674) Competitive
DRHS/Commissioner's Office Classify	(1)	Foster Care and Transfer Associate Br. 16 (\$49,419 - \$63,424) Competitive
DRHS/Recreation Classify	(2)	Senior Recreation Specialist Br. 15 (\$47,761 - \$61,304) Competitive
DRHS/Youth Services Classify	(3)	Health Education Associate Br. 13 (\$44,927 - \$57,557) Competitive

DRHS/Human Services Classify (1)	Emergency Response Social Worker Br. 23 (\$66,773 - \$88,043) Competitive
RPD/Special Operations Classify (2)	Police Sergeant Br. 92 (\$107,494 - \$113,976) Competitive
RPD/Special Operations Classify (8)	Police Investigator Br. 191 (\$106,979 - \$113,460) Competitive
RPD/Administration Classify (1)	Emergency Vehicle Fleet Coordinator Br. 19 (\$52,618 - \$69,202) Competitive

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

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

- Chief Equity Officer
- Community Support Counselor
- Director of Library Administration and Operation
- Historical Service Coordinator
- Senior Administrative Analyst/Bilingual
- Senior Human Resources Consultant/Bilingual
- Senior Recreation Specialist

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

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

- Accountant, 23EOC61722
- Accountant, 23EP72135
- Assistant Director of Accounting, 23EP79433
- Associate Accountant, 23EOC62301
- Associate Accountant, 23EP79637
- Associate Field Auditor, 23EOC69293
- Junior Accountant, 23EOC61740
- Police Officer, 24CRT87523
- Principal Field Auditor, 23EP72208
- Senior Accountant, 23EOC61941
- Senior Field Auditor, 23EOC62036

Commissioner	Motioned	2 <sup>nd</sup>	Agree	Nay	Abstain
Carol Kramer					

Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					

• **Close-out of examination process: None**

- Technology Applications Coordinator (22EOC67412)

<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					

**VII. Request for Extension of Civil Service Eligible Lists(s):**

- Administrative Assistant, 23EP79413
- Administrative Assistant/RHA, 23EP70034
- Administrative Secretary, 21EP75638
- Clerk I, 23EOC65724
- Clerk II/Typing, 23EDCR2304
- Clerk III/Typing, 23EDCR2301
- Deputy City Treasurer, 23EOC61678
- Executive Assistant, 23EOC66008
- Executive Assistant, 23EP79411
- Grant Support Associate, 23EOC66225
- Librarian II, 23EOC66112
- Librarian II, 23EP79573
- Permit Office Manager, 21EP70155
- Property Clerk, 22EOC61948
- Senior Service Assistant, 22EOC64980
- Senior Service Assistant, 22EP74483
- Youth Services Assistant, 22EOC65406

<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					

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

<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					

<b>IX. Transfer(s): None</b>					
<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					
<b>X. Reinstatement Request(s): None</b>					
<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					
<b>XI. Misc.:</b>					
<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					
<b>XII. Executive Session:</b>					
<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					
<b>Time Executive Session Began:</b>					
<b>Attendees</b>	<b>Present</b>	<b>Arrived Late</b>	<b>Left Early</b>	<b>Absent</b>	
Carol Kramer, Commissioner, Chair					
Edward Stulginsky, Commissioner					
Orlando Rivera, Commissioner					
Tashanda Thomas-Brown, Commissioner					
Zahira Jimenez, Commissioner					
Dr. Rose Nichols, Executive Secretary					



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

<b>Commissioner</b>	<b>Motioned</b>	<b>2<sup>nd</sup></b>	<b>Agree</b>	<b>Nay</b>	<b>Abstain</b>
Carol Kramer					
Edward Stulginsky					
Orlando Rivera					
Tashanda Thomas-Brown					
Zahira Jimenez					

**Time Executive Session Ended:**

**Time Meeting Ended:**