

**CIVIL SERVICE COMMISSION**

*AGENDA*

**September 26, 2024**

**2:15 P.M. @ Training and Safety Center**

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

**I. Approval of the Minutes of the meeting on August 22, 2024**

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

**II. Approval of the Minutes of the meeting on September 19, 2024. \*\*Special Meeting**

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

**III. Commission Correspondence(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          |                 |                       |              |            |                |
| Tashanda Thomas-Brown |                 |                       |              |            |                |
| Orlando Rivera        |                 |                       |              |            |                |
| Edward Stulginsky     |                 |                       |              |            |                |
| Zahira Jimenez        |                 |                       |              |            |                |

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

|   |   |
|---|---|
| Administration/Mayor's Office<br>Classify (1) | Executive Staff Assistant I<br>Br. 18 (\$52,618 - \$68,674)<br>Exempt         |
| ECD/911Call Center<br>Classify (1)            | Manager of ECD Administration<br>Br. 29 (\$85,769 - \$113,087)<br>Competitive |
| DES/Water<br>Classify (1)                     | Water Plant Operator<br>Br. 16 (\$49,412 - \$63,424)<br>Competitive           |

|  |   |
|--|---|
| DES/Equipment Services<br>Classify (1)           | Automotive Aide/Temporary<br>(Temporary 1 Year)<br>Br. 58 (\$19.28 - \$23.98)<br>Non-Competitive          |
| RPL/Community Branch<br>Classify (1)             | Library Assistant/Bilingual<br>Br 14 (\$46,320 - \$59,495)<br>Competitive                                 |
| FIN/RTVA<br>Classify (1)                         | Lead Motor Vehicle/Temporary<br>(Temporary 3 months)<br>Br. 12 (\$43,590- \$55,874)<br>Competitive        |
| DRHS/ Commissioner's Office<br>Classify (2)      | Shelter Veterinarian/Part-Time<br>Br. 288 (\$82,412 - \$108,663)<br>Competitive                           |
| DRHS/Commissioner's Office<br>Classify (2)       | Animal Care Technician/Part-Time/Temporary (11 Months)<br>Br. 10 (\$41,235 - \$52,364)<br>Non-Competitive |
| DRHS/Recreation & Youth Services<br>Classify (2) | Youth Worker/Part-Time<br>Br. 353 (\$15.25)<br>Labor  |
| IT/Network Services<br>Classify (1)              | Computer Communications Technician<br>Br. 21 (\$58,335 - \$77,445)<br>Competitive                         |
| RFD/Administration<br>Classify (1)               | Fire Lieutenant/Temporary (3Months)<br>Br. 82 (\$101,231 - \$106,237)<br>Competitive                      |
| IT/Data and Digital Services<br>Classify (1)     | Application Services Developer I<br>Br. 23 (\$66,773 - \$88,043)<br>Competitive                           |

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

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

- Assistant Operations Superintendent
- Shelter Veterinarian

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

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

- 911 Dispatcher II, 24ELP2404
- Cemetery Manager, 24EOC85961
- Cemetery Operations Supervisor, 24EP72711
- Cemetery Operations Supervisor, 24EOC85956
- Lead Paint Program Coordinator, 24EOC86864

- Library Assistant, 24EOC89305
- Library Assistant/Bilingual, 24EOC89306
- Parks Operations Supervisor, 24EP72714
- Parks Operations Supervisor, 24EOC85962
- Project Assistant, 24EOC86256

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

• **Close-out of examination process:**

- Project Assistant/Bilingual, 24EP74476
- Project Assistant/Bilingual, 24EOC86261
- Project Assistant, 24EP74440
- Building Maintenance Foreman, 24EOC86835
- Building Maintenance Foreman, 24EP72670

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

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

- Associate Library Director, 23EOC61769
- Fire Captain, 23EP78038
- Fire Lieutenant, 23EP75947
- Police Captain, 23ELP2308
- Supervisor of Administrative Services, 22EOC63931

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

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

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

**IX. Transfer(s): NONE**

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

|                       |  |  |  |  |  |
|-----------------------|--|--|--|--|--|
| Tashanda Thomas-Brown |  |  |  |  |  |
| Orlando Rivera        |  |  |  |  |  |
| Edward Stulginsky     |  |  |  |  |  |
| Zahira Jimenez        |  |  |  |  |  |

**X. Reinstatement Request(s): NONE**

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

**XI. Misc.: NONE**

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

**XII. Executive Session**

**Time Began:**

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

- Rochester Police Department is recommending disqualifications of prospective Police Officer candidates

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

- Render the final decisions of the Police Officer Candidate's appeals

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

|                |  |  |  |  |  |
|----------------|--|--|--|--|--|
| Zahira Jimenez |  |  |  |  |  |
|----------------|--|--|--|--|--|

**Time Ended for Executive Session:**

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

**Time Meeting Ended:**

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

**THE END**