

**CIVIL SERVICE COMMISSION
AGENDA
December 19, 2024
2:00 P.M. @ City Hall, Room 102A**

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

I. Approval of the meeting minutes on **November 21, 2024.**

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

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

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

III. Classification/Reclassification(s):

Administration/Mayor's Office Classify (1)	Senior Field Coordinator Br. 20 (\$56,097 - \$74,360) Competitive
Administration/Law Classify (1)	Legal Secretary Br. 9 (\$40,229 - \$50,789) Competitive
Administration/Law Classify (1)	Municipal Attorney I Br. 28 (\$82,412 - \$108,663) Exempt
Administration/DHRM Classify (2)	Human Resource Associate Br. 12 (\$43,590 - \$55,874) Competitive
Rochester Fire Department Classify (1)	Fire Lieutenant Br. 82 (\$101,231 - \$106,237) Competitive
Rochester Fire Department Classify (1)	Fire Lieutenant Br. 82 (\$101,231 - \$106,237)

		Competitive			
DES/Commissioner's Office Classify (1)		Principal Staff Assistant Br. 29 (\$85,769 - \$113,087) Competitive			
DES/Architecture & Engineering Classify (1)		Senior Account Clerk Br. 10 (\$41,235 - \$52,364) Competitive			
DES/Architecture & Engineering Classify (1)		GIS Technician Br. 14 (\$46,320 - \$59,495) Competitive			
DES/Architecture & Engineering Classify (1)		Permit Coordinator Br. 26 (\$75,865 - \$97,928) Competitive			
DES/Architecture & Engineering Classify (1)		Coordinator of Administrative Service Br. 28 (\$82,412 - \$108,663) Competitive			
DES/Buildings & Parks/Building Services Classify (1)		Maintenance Mechanic/Temporary (Temporary 1 Year) Br. 60 (\$20.08 - \$25.24) Non-Competitive			
DES/Water/Director's Office Classify (1)		Associate Administrative Analyst Br. 26 (\$75,865 - \$97,928) Competitive			
DES/Water/Director's Office Classify (1)		Engineer IV/Water/On-Call/Temporary (Temporary 1 Year) Br. 288N (\$39.62 - \$52.24) Competitive			
DES/Water/Distribution Classify (1)		Water Operations Supervisor Br. 18 (\$52,618 - \$68,674) Competitive			
RPL/Central Classify (1)		Library Assistant/Part-Time Br. 145 (\$24.12 - \$27.57) Non-Competitive			
NBD/Neighborhood Preservation Classify (1)		Clerk III/Typing/Part-Time Br. 707 (\$21.05 - \$26.32) Non-Competitive			
NBD/Buildings & Compliance Classify (1)		Senior Management Analyst/Bilingual Br. 23 (\$66,773 - \$88,043) Competitive			
NBD/Commissioner's Office Classify (1)		Director of Zoning and Permitting Br. 32 (\$96,961 - \$127,846) Competitive			
FIN/Parking Violations Bureau Classify (1)		Parking Equipment Maintenance Mechanic Br. 10 (\$41,235 - \$52,364) Competitive			
DRHS/Recreation and Youth Services Classify (3)		Youth Worker/Part-Time Br. 353 (\$15.25) Labor			
Administration/DHRM Classify		Human Resource Coordinator Br. 26 Competitive			
Commissioner		Motioned	2nd	Agree	Nay
Carol Kramer					

Tashanda Thomas-Brown					
Orlando Rivera					
Edward Stulginsky					
Zahira Jimenez					

IV. Adoption of Job Specification(s):

- Community Support Counselor Supervisor
- Coordinator of Administrative Service
- Director of Zoning and Permitting
- Engineer IV/Water
- Recreation Assistant
- Senior Management Analyst/Bilingual
- Senior Recreation Assistant
- Senior Recreation Assistant/Front Desk
- System Engineer

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

V. Establishment of Civil Service Eligible List(s): NONE

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

- Close-out of examination process: **NONE**

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

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

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

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

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

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

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

IX. Reinstatement Request(s):

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

X. Misc.:

- Resolution to Amend Municipal Civil Service Rules at the Commencement of the HELP program.

- Proposed dates for the 2025 CSC Meetings

- Thursday, January 23, 2025 – 2:00 – 5:00 pm
- Thursday, February 20, 2025 – 2:00 – 5:00 pm
- Thursday, March 20, 2025 – 2:00 – 5:00 pm
- Thursday, April 24, 2025 – 2:00 – 5:00 pm
- Thursday, May 22, 2025 – 2:00 – 5:00 pm
- Thursday, June 26, 2025 – 2:00 – 5:00 pm
- Thursday, July 24, 2025 – 2:00 – 5:00 pm
- Thursday, August 21, 2025 – 2:00 – 5:00 pm
- Thursday, September 25, 2025 – 2:00 – 5:00 pm
- Thursday, October 23, 2025 – 2:00 – 5:00 pm
- Thursday, November 20, 2025 – 2:00 – 5:00 pm
- Thursday, December 18, 2025 – 2:00 – 5:00 pm

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

XI. Executive Session:

Time Began for Executive Session:

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					
Fernan Cepero, Acting Executive Secretary					

Vote for Executive Session to Begin

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

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

- Rochester Fire Department is recommending disqualifications of prospective firefighter candidates

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

Time Ended for Executive Session:

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

Time Meeting Ended:

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