

CIVIL SERVICE COMMISSION
GENERAL MINUTES
Thursday, January 26, 2017
3:30 P.M., ROOM 102A, CITY HALL

PRESENT: Commissioners: John Feola (Chair)
 Fernan Cepero
 Alan Caine

IN ATTENDANCE: Tassie Demps, Executive Secretary
 Deborah Callerame, Senior Human Resource Consultant
 Kimberly Kamagate, Senior Human Resource Associate
 Lieutenant Charles Gorman, Rochester Police Department
 Sergeant Darlene Henderson, Rochester Police Department
 Police Officer Emre Arican, Rochester Police Department
 Stephen Cusenz, Emergency Communication Department
 Amy Mills, Emergency Communication Department

The Civil Service Commission meeting was called to order at 3:30 pm.

- I. The Commission approved the minutes of the meeting (regular and executive session) on **December 14, 2016**.
- II. The Commission reviewed the following items of correspondence:

- ❖ Determination from New York State Civil Service regarding requests for non-competitive status:

Titles Approved as Non-Competitive:

- Animal Care Technicians II
- Crematory Operators
- Fire Protective Gear Repairers
- Master Automotive Technicians
- Master Truck Technicians
- Parking Equipment Mechanics
- Senior Parking Equipment Mechanics
- Truck Technicians

Titles Dis-approved as Non-Competitive:

- Shelter Veterinarian

III. The following classifications/reclassifications were approved as presented:

DES/Commissioner's Office Classify: (1)	Assistant Commissioner of Environmental Services/Temporary (12/12/16 – 1/17/17) Br. 32 (\$80,370 - \$105,969) CPNC
DES/Operations/Solid Waste Classify: (1)	Ground Equipment Operator/Temporary (1/4/17 – 4/9/17) Br. 56 (\$15.28 - \$18.82) Non-Competitive
DES/Operations/Special Services Classify: (1)	Ground Equipment Operator/Temporary (1/1/17 – 4/9/17) Br. 56 (\$15.28 - \$18.82) Non-Competitive
DES/Buildings & Parks/Building Services Classify: (1)	Ground Equipment Operator/Temporary (12/26/16 – 4/9/17) Br. 56 (\$15.28 - \$18.82) Non-Competitive
DES/Buildings & Parks/Building Services Classify: (1)	Ground Equipment Operator/Part-Time/Temporary (12/29/16 – 4/9/17) Br. P362 (\$14.55 - \$16.60) Non-Competitive
DES/Buildings & Parks/Building Services Classify: (1)	Laborer/Part-Time/Temporary (12/29/16 – 4/9/17) Br. P456 (\$9.70) Laborer
DES/Buildings & Parks/Cemeteries Classify: (1)	Cemetery Worker/Temporary (12/5/16 – 4/2/17) Br. 42 (\$17.21 - \$21.73) Non-Competitive
DES/Water/Upland Classify: (1)	Superintendent of Water Plant Maintenance/Temporary (12/26/16 – 6/30/17) Competitive
Library/Central/Art Division Classify: (1)	Computer Aide Library/Part-Time Br. N405 (\$18.53 - \$20.95) Competitive
Library/Central/Personnel Classify: (1)	Human Resource Coordinator Br. 26 (\$62,883 - \$82,916) Competitive
NBD/Commissioner's Office Classify: (1)	Clerk III/Typing/Temporary (1/1/17 – 6/30/17) Br. 7 (\$31,755 - \$39,698) Competitive
NBD/Neighborhood Preservation Classify: (1)	NSC Director/Temporary (2/1/17 – 6/30/17) Br. 32 (\$80,370 - \$105,969) Non-Competitive

NBD/Inspection & Compliance Classify: (1)	Senior Code Enforcement Officer Br. 24 (\$57,751 - \$76,148) Competitive
NBD/Inspection & Compliance Classify: (1)	Clerk III/Typing/Part-Time Br. N707 (\$17.44 - \$19.76) Non-Competitive
DRYS/Commissioner's Office Classify (1)	Executive Assistant/Temporary (c) (10/17/16 – 6/30/17) Br. 20 (\$46,497 - \$61,636) Competitive
DRYS/Commissioner's Office Classify (1)	Project Assistant/Seasonal (2/6/17-6/30/17) Br. PN120 (\$19.85 - \$22.44) Non-Competitive
DRYS/Commissioner's Office Classify (1)	Program Development Specialist/Temporary (1/30/17-4/30/17) Br. 26 (\$62,883 - \$82,916) Competitive
Rochester Housing Authority Classify (1)	Business Analyst (\$32,000 - \$42,000) Competitive
Rochester Housing Authority Classify (1)	Purchasing Agent (\$65,000 - \$75,000) Competitive
Rochester Housing Authority Classify (2)	Purchaser (\$53,375 - \$66,024) Competitive

IV. The Commission adopted the following job specifications: **None**

V. The Commission established the following eligible list(s) for one (1) year, unless extended:

- 911 Dispatcher I, ELCR1031-1
- 911 Telecommunicator, ELCR2851-1
- Area Coordinator, 16EOC69220
- Clerk III/Typing, 16EDCR1612
- Library Area Coordinator, 16EP70946

VI. The Commission closed out the following exam process with no successful candidates:

- Clerk III/Typing, 16EDCR1614P

VII. The Commission affirmed the extension of the following Civil Service eligible lists for one year unless replaced with a new list: **None**

VIII. The Commission approved the following Extension of Temporary position(s):

- One position of Account Clerk (encumbered by Bruce Wilbur) in the Finance/Parking Department.

IX. The Commission approved the following Transfer request(s): **None**

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

- The Emergency Communication Department requested the Reinstatement of Eric Smegelsky to the position of 911 Dispatcher I.

The meeting was adjourned at 4:45 PM

Respectfully submitted,



Deborah Callerame
Senior Human Resource Consultant

THE END