

CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – February 2022
Regular Meeting
February 23, 2022

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none"> • Commissioner Dennis Daniels • Commissioner Wendy Mongillo • Commissioner Lesly Negrón • Commissioner Carmen Rodríguez • Noelia Marcano, Secretary <p><u>Absent</u></p> <ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Assistant Corporation Counsel Atty. Robert Scott • Assistant Fire Chief Justin McCarthy • Fire Chief John Alston • Director of Health Maritza Bond • Director of Human Resources and Labor for the Board of Education Lisa Mack • Acting Controller and Budget Director Michael Gormany • Deputy Director of Transportation, Traffic & Parking Karla Lindquist • Members of the public

Meeting opened at 12:38 P.M.

Ms. Marcano opened the floor for nominations for a Commissioner to conduct the meeting. Commissioner Negrón nominated Commissioner Mongillo. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Commissioner Mongillo will chair the meeting.

#1 Job Descriptions

Emergency Medical Service Supervisor, Drillmaster, Assistant Drillmaster

Ms. Marcano explained that all three job descriptions are from the Fire Department and suggested presenting all of the job descriptions together. Ms. Marcano then announced Assistant Fire Chief Justin McCarthy and Fire Chief John Alston to the Board. Assistant Chief McCarthy presented to the Board the need for revisions, namely updated language to better coincide with the State of Connecticut concerning certain certifications. Chief Alston added additional information regarding these updates.

Commissioner Daniels moved to approve all three job descriptions. Seconded by Commissioner Rodríguez. Votes taken; all yeas, none opposed, no abstentions. Job descriptions for Emergency Medical Supervisor, Drillmaster, and Assistant Drillmaster approved.

#2 Eligibility Lists

Ms. Marcano informed the Board that there was one list on the agenda that was not scored in time for the meeting, therefore would not be presented to the Board. That list was #22-11 911 Operator/Dispatcher, Bilingual. However, there are two additional lists that were not originally on the agenda but are ready to be presented to the Board today. Those lists are #22-12 Recreation Program Supervisor and list #22-13 Bridges and Facilities Foreperson. Commissioner Mongillo asked for a motion to add lists #22-12 and #22-13 to the agenda. Commissioner Rodríguez motioned to add the lists. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List 22-12 Recreation Program Supervisor and list #22-13 Bridges and Facilities Foreperson added to the agenda.

Guests were then placed into the virtual waiting room so that Ms. Marcano could share screen with the Commissioners to show the eligibility lists in advance to voting on them. Ms. Marcano presented results and provided testing and pass/fail data for list #22-07 Municipal Assistant Animal Control Officer, list #22-08 Assistant Registrar of Vital Statistics, list #22-09 Assistant Registrar of Vital Statistics Bilingual, list #22-10

Library Assistant I, list #22-12 Recreation Program Supervisor, and list #22-13 Bridges and Facilities Foreperson. After the Board's viewing of the lists, all guests were admitted back into the meeting from the virtual waiting room.

Commissioner Rodriguez moved to approve eligibility list #22-07 Municipal Assistant Animal Control Officer for an initial period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #22-07 Municipal Assistant Animal Control Officer approved.

Commissioner Daniels moved to approve eligibility list #22-08 Assistant Registrar of Vital Statistics for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #22-08 Assistant Registrar of Vital Statistics approved.

Commissioner Daniels moved to approve eligibility list #22-09 Assistant Registrar of Vital Statistics, Bilingual for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #22-09 Assistant Registrar of Vital Statistics, Bilingual approved.

Commissioner Rodriguez moved to approve eligibility list #22-10 Library Assistant I for an initial period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #22-10 Library Assistant I approved.

Commissioner Daniels moved to approve eligibility list #22-12 Recreation Program Supervisor for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #22-12 Recreation Program Supervisor approved.

Commissioner Daniels moved to approve eligibility list #22-13 Bridges and Facilities Foreperson for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #22-13 Bridges and Facilities Foreperson approved.

#3 List Amendments/Corrections/Extensions/Exhaustions

Ms. Marcano presented the request to exhaust list #21-41 Director of Public Health Nursing, explaining that this is a two-person list, and the individual initially hired off the list was terminated. Ms. Marcano then went on to explain that the other individual was re-interviewed by the Department, and the Department deemed the individual not an appropriate fit. Because it is a two-person list, it cannot reach the 75 percent exhaustion provision in the Board's rules.

Ms. Marcano then announced Director of Health Maritza Bond, who presented her request for the position to be exhausted and reposted. Commissioner Negron questioned why the Department would not give the individual the opportunity if they did in fact meet the minimum requirements. Director Bond explained that we are in an urban city, and that this individual works in the private sector, and does not have the level of experience that this community would need. Ms. Marcano also added that the job description has revisions forthcoming to better fit the need of the position. The Board asked various other questions, which Ms. Marcano answered.

Commissioner Daniels motioned to exhaust list #21-41 Director of Public Health Nursing. Commissioner Rodriguez abstained, Commissioner Negron opposed, and Commissioners Daniels and Mongillo voted in favor. Not enough votes were received to move this item forward. List exhaustion not approved.

#4 List Removals

Ms. Marcano informed the Board that guests would need to be placed into the virtual waiting room so that she could show the Commissioners the list removals for list #21-01 Police Officer Entry level and list #21-56 Administrative Assistant. After guests were placed in the waiting room, Ms. Marcano presented the names

brought to the Board for removal from list #21-01 Police Officer Entry Level, citing the reasons for each removal appeared next to each name. Ms. Marcano then presented the names brought to the Board for removal from list #21-56 Administrative Assistant and explained the reason. After the Board's viewing of the list removals, all guests were admitted back into the meeting from the virtual waiting room.

Commissioner Daniels moved to approve the names from eligibility list #21-01 Police Officer Entry Level. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List removals approved.

List #21-01 Police Officer Entry Level - Removals

Rank	Last Name	First Name
143	Baez	Nicaury
147	Marte	Juan
155	Vasquez	Jocelyn
160	Cuevas	Nemecio
160	Tuck	Joaquim
163	Pagan	Daniel

Commissioner Daniels moved to approve the names from eligibility list #21-56 Administrative Assistant. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. List removals approved.

List #21-56 Administrative Assistant - Removals

Rank	Last Name	First Name
2	Burton-Hargett	Melissa

Ms. Marcano then requested that the Board add another item to the agenda, which is a list removal for list #21-13 Police Officer Lateral, which is a one person list. She informed that the candidate withdrew. Commissioner Rodriguez motioned to add the item to the agenda. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. Item added to the agenda. Commissioner Negron motioned to remove the individual from list #21-13 Police Officer Lateral. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List removal approved. List exhausted.

List #21-13 Police Officer Lateral - Removals

Rank	Last Name	First Name
1	Eulizier Jr.	Layau

#5 Temporary Pending Test Request(s)

Ms. Marcano introduced Lisa Mack, Director of Human Resources and Labor Relations for the Board of Education, to present the temporary pending test request for the position of Human Resources Generalist. The Board asked various questions, which Ms. Marcano and Ms. Mack answered to the satisfaction of the Board. Commissioner Rodriguez motioned to approve the temporary pending test request for Human Resources Generalist. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Temporary pending test request approved.

Ms. Marcano explained that the next item on the agenda, Director of Public Health Nursing does not need to be taken up by Board for a temporary pending test request given the actions taken earlier in this meeting keeping the current list active.

Ms. Marcano then announced Budget Director Michael Gormany to present his temporary pending test requests for Senior Accountant and Treasury & Investment Analyst. Mr. Gormany addressed the Board about both positions. The Board asked various questions which were answered by Mr. Gormany to their satisfaction. Commissioner Daniels motioned to approve both temporary pending test requests. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, Commissioner Negron abstained. Temporary pending test requests for Senior Accountant and Treasury and Investment Analyst approved.

#6 Reinstatement Request

Ms. Marcano presented a reinstatement request for Albert Ruggiero, explaining that Department of Transportation, Traffic & Parking is requesting to return him to his former position of Parking Enforcement Officer. Mr. Ruggiero will be receiving the same salary prior to separation of employment. Ms. Marcano informed the Board that Civil Service rules allow reinstatement if the individual left in good standing and has been gone for less than a year. Ms. Marcano then announced Deputy Director of Transportation, Traffic and Parking Karla Lindquist to the Board to answer any questions. The Board asked minor questions, which Ms. Lindquist answered to their satisfaction. Commissioner Rodriguez moved to approve the reinstatement request. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Reinstatement request approved.

#7 Transfer Request(s)

Ms. Marcano presented a transfer request from Cynthia Johnson, who is looking for placement on the transfer list to be considered for vacancies similar to her current title of Administrative Assistant in any department; a transfer request from Mijail Perez Termazatzi, who is looking to be considered for vacancies similar to his title of Administrative Assistant Bilingual in any department; and, a transfer request for Varina Rhodes, who is looking to be considered for vacancies similar to her title of Assessment Clerk I in any department except for the Tax Office, Vital Statistics, and Transportation, Traffic & Parking.

Commissioner Daniels motioned to approve all three transfer requests. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. Transfer requests approved.

#8 Board Correspondence

None.

#9 Corporation Counsel Update

None.

#10 Temporary Pending Test Report

Acknowledged. No action required.

#11 Meeting Minutes – January 26, 2022 Regular and January 28, 2022 Special

Ms. Marcano informed the Board that the February 16, 2022 meeting minutes that were listed on the agenda are not ready to present. She then went on to present the meeting minutes for the January 26, 2022 Regular meeting and January 28, 2022 Special meeting. The Board took a moment to review. Commissioner Daniels motioned to approve the January 26, 2022 Regular meeting minutes as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. January 26, 2022 Regular meeting minutes approved.

Commissioner Daniels motioned to approve the January 28, 2022 Special meeting minutes as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. January 28, 2022 Special meeting minutes approved.

#12 Other Business

Ms. Marcano requested that the Board vote to add the discussion of an interim temporary Chair to the agenda. Commissioner Negron motioned to add the item to the agenda. Seconded by Commissioner Rodriguez.

Votes taken; all yeas, none opposed, no abstentions. Item added to the agenda, and the discussion of voting for a temporary Chair ensued. Commissioner Negrón explained that initially she was not in favor of voting for an interim Chair, but her view has since changed, and she is now in favor of it. Commissioner Daniels suggested Commissioner Mongillo be the interim chair due to her proximity to the office to sign documents. The other Commissioners also expressed interest in Commissioner Mongillo becoming the interim chair until the vacant seat on the Board is filled, and the Board can hold regular elections. Commissioner Negrón motioned for Commissioner Mongillo to become the interim Chair. Seconded by Commissioner Rodríguez. Votes taken; all yeas, none opposed, no abstentions. Commissioner Mongillo to become Acting (Interim) Chair of the Civil Service Board.

The next regular meeting is scheduled for March 23, 2022 and was confirmed for 12:30 p.m.

There being no more business to conduct, Commissioner Negrón motioned to adjourn; seconded by Commissioner Daniels. All yeas. Meeting adjourned at 1:46 pm.


Noelia Marcano
Secretary

NOTE: For the purpose of compliance with the Freedom of Information Act, these minutes are made available for review subject to later review, revision, and approval by the Civil Service Board.

Civil Service Board Approval Date: 3/23/22