

**CITY OF NEW HAVEN CIVIL SERVICE BOARD  
MINUTES OF MEETING – April 2023 Regular Meeting**

April 26, 2023

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none"> <li>• Commissioner Wendy Mongillo</li> <li>• Commissioner Dennis Daniels</li> <li>• Commissioner Christopher Mordecai</li> <li>• Noelia Marcano Secretary</li> </ul> <p><u>Absent</u></p> <ul style="list-style-type: none"> <li>• Commissioner Leasley Negron</li> <li>• Commissioner Carmen Rodriguez</li> </ul>	<ul style="list-style-type: none"> <li>• Assistant Corporation Counsel Atty. Robert Scott</li> <li>• Administrative Assistant HR, Emma Acampora</li> <li>• Assistant Police Chief, Manmeet Colon</li> <li>• Bijan Notghi, the Deputy Director of Traffic Operations</li> <li>• Other members of the Public</li> </ul>

Meeting opened at 12:36 pm.

**#1 Job Descriptions**

None received this month

**#2 Exam Eligibility or Late Request**

None received this month

**#3 Reinstatement Request(s)**

Ms. Marcano presented the reinstatement requests for former New Haven Police Officers Martha Cotto and Jacob D’Ascanio. Ms. Marcano presented Assistant Police Chief Manmeet Colon and explained to the Board that both officers met the requirements to be reinstated at their prior rank and pay. Both officers leave was less than one year and left in good standing.

Commissioner Daniels motioned to approve the reinstatement request for Officer Martha Cotto and Jacob D’Ascanio. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions. Reinstatements approved.

**#4 List Removals**

Guests were moved to the virtual waiting room. Ms. Marcano presented the names for removal from list eligibility #22-68 Police Officer and eligibility list #21-25 Floater (BOE Maintenance). After review, guests were brought back into the meeting.

List #22-68R Police Officer- Removals

<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>
42	Perry	Damon
53	Olavarria	Jose
43	Ortega	Santos
56	Vizcaya	Armando

List #21-45 Floater (BOE Maintenance) - Removal

<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>
8	Shaw	Hameen

Commissioner Daniels moved to approve the names to be removed from eligibility lists #22-68R and #21-45. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions. List removals approved.

**#5 Eligibility Lists**

The Board was given the opportunity to view the lists virtually on screen before deliberating or voting. Guests were placed in the virtual waiting room. After review, guests were brought back into the meeting.

Commissioner Daniels motions to add list #23-25 Elderly Services Specialist and list #23-26 HR Generalist, BOE. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

Ms. Marcano presented results and provided pass/fail data for list #23-25 Program Director Nursing. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #23-24 PC Support Technician. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #23-25 Elderly Services Specialist. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #23-26 HR Generalist, BOE. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

**#6 List Amendments/Corrections/Extensions /Expirations**

Commissioner Daniels motioned to add list #23-12 Project Leader and list # 22-64 Police Records Clerk to be exhausted. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

Commissioner Daniels motioned to add list #23-20 Management and Policy Analyst to be corrected. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

Ms. Marcano presented list #23-14 Chief School Crossing Guard to be exhausted. Ms. Marcano introduced Bijan Notghi, the Deputy Director of Traffic Operations from the department of Transportation, Traffic and Parking. Mr. Notghi explained to the Board that they had offered the position to a candidate in which they declined and did wish to extend an offer to the second candidate on the list.

Commissioner Daniels moved to exhaust list #22-14 Chief School Crossing Guard. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

Ms. Marcano presented list #23-12 Project Leader to be exhausted. Ms. Marcano presented the item and explained to the Board that it was a two-person list in which one candidate was hired by the BOE and the second candidate wished to be hired by the City, but the City did not wish to extend an offer.

Commissioner Daniels moved to exhaust list #23-12 Project Leader. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

Ms. Marcano presented list #22-64 Police Records Clerk to be exhausted. Ms. Marcano presented the item and explained to the Board that it was a seven-person list in which four people were hired and the other three candidates either declined or did not respond to the interview notice.

Commissioner Daniels moved to exhaust list #22-64 Police Records Clerk. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

Ms. Marcano presented list #23-20 Management and Policy Analyst to correct the scores on the list that was certified at the last meeting. This calculation error was due to not adding the candidate's residency points.

Commissioner Daniels moved to approve correct of list #23-20 Management and Policy Analyst. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

#### **#7 Temporary Pending Test Request**

Ms. Marcano presented the temporary pending test request for the position of Chief School Crossing Guard. She introduced Bijan Notghi, the Deputy Director of Traffic Operations from the department of Transportation, Traffic and Parking. Mr. Notghi explained to the Board that since they just exhausted their current list for this title, that in the meantime, while the test is getting rescheduled, they would require a temporary pending test. Commissioner Mongillo asked some questions in which Mr. Notghi answered adequately.

Commissioner Daniels motioned to approve the temporary pending test request for the position of Chief School Crossing Guard. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

#### **#8 Transfer Request(s)**

None received this month

#### **#9 Board Correspondence**

None received this month

#### **#10 Corporation Counsel Update**

No update this month

#### **#11 Temporary Pending Test Report**

Acknowledged. No Board action required.

#### **#12 Meeting Minutes**

Ms. Marcano presented the minutes from the meeting conducted on March 29, 2023 and April 12, 2023. Motion to accept the meeting minutes as presented was made by Commissioner Daniels for meeting minutes dated March 29, 2023 and April 12, 2023; And, seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions for March 29, 2023 and April 12, 2023. Both sets of minutes approved.

**#13 Other Business**

The next regular meeting date scheduled for May 24, 2023 at 12:30 pm was confirmed. Next special meeting date requested for May 10, 2023 was discussed and confirmed to take place at 12:30 pm.

There being no further business to conduct, Commissioner Daniels motioned to adjourn meeting. Seconded by Commissioner Mordecai. Meeting adjourned at 1:29 p.m.

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:** \_\_\_\_\_