

**CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – October 2023 Special Meeting**

October 11, 2023

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none"> • Commissioner Wendy Mongillo • Commissioner Dennis Daniels • Commissioner Christopher Mordecai • Susan Baldwin, Secretary 	<ul style="list-style-type: none"> • Administrative Assistant HR, Emma Acampora • Assistant Corporation Counsel Atty. John Lenoard • Assistant Corporation Counsel Atty. Robert Scott • Other members of the Public
<p><u>Absent</u></p> <ul style="list-style-type: none"> • Commissioner Leasley Negron • Commissioner Carmen Rodriguez 	

Meeting opened at 12:37 pm.

#1 Job Descriptions

Deputy Community Services Administrator

Mrs. Baldwin presented the item and spoke on behalf of it. Mrs. Baldwin pointed out the specific job duties of the position and explained that this position was needed. Mrs. Baldwin gave the Board an opportunity to read over the job description and to ask questions. Questions were asked by Commissioner Daniels and Mrs. Baldwin answered adequately.

Commissioner Daniels motioned to accept the job description. Seconded by Commissioner Mordecai. Votes taken, all yeas, none opposed. Job description for Deputy Community Services Administrator approved.

Deputy Director of Environmental Health – Lead Program

Mrs. Baldwin presented the item and spoke on behalf of it. Mrs. Baldwin pointed out the specific job duties of the position and explained that this position was needed. Mrs. Baldwin gave the Board an opportunity to read over the job description and to ask questions. Questions were asked by Commissioner Daniels and Mrs. Baldwin answered adequately.

Commissioner Daniels motioned to accept the job description. Seconded by Commissioner Mordecai. Votes taken, all yeas, none opposed. Job description for Deputy Director of Environmental Health – Lead Program approved.

#2 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.

Mrs. Baldwin presented results and provided pass/fail data for list #22-68CR Police Officer. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Mrs. Baldwin presented results and provided pass/fail data for list #23-89 Supervisor of Management Services. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Mrs. Baldwin presented results and provided pass/fail data for list #23-90 Plumbing Inspector. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Mrs. Baldwin presented results and provided pass/fail data for list #23-92 Park Ranger. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Mrs. Baldwin asked the Board to table the approval of eligibility list 23-91 Project Coordinator Engineering due to and internal testing error.

#3 Candidate Removal(s) from Eligibility List

Guests were moved to the virtual waiting room. Ms. Baldwin presented the names for removal from list eligibility #22-68CR Police Officer and #21-45 Floater. After review, guests were brought back into the meeting.

List #22-68R Police Officer- Removals

Rank	Last Name	First Name
3	Drepaul	Ryan
4	Afragola	Lucian
6	Williams	Kiomi
8	Brackett	Nathaniel
21	Smalls	Thomas
24	Burgos	Iesha

List #23-29 Parking Enforcement Officer

Rank	Last Name	First Name
5	Massey	John

List #23-51 Police Records Clerk

Rank	Last Name	First Name
5	Green	Barbara

Commissioner Daniels moved to approve the names to be removed from eligibility lists #22-68CR Police Officer #23-29 Parking Enforcement Officer and #23-51 Police Records Clerk. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions. List removals approved.

#4 List Amendments/Corrections/Extensions /Expirations

Mrs. Baldwin presented lists #23-39 Municipal Assistant Animal Control Officer to be exhausted. Mrs. Baldwin presented the item and explained to the Board the individual circumstances in which each list needed to be exhausted.

Commissioner Daniels moved to exhaust lists #23-39 Municipal Assistant Animal Control Officer. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

#5 Reinstatement Requests

E. Kirk, Police Records Clerk

Mrs. Baldwin presented the reinstatement request for former Police Records Clerk, Evelyn Kirk. Mrs. Baldwin presented the request and explained to the Board that Ms. Kirk met the requirements to be reinstated at their prior rank and pay. Ms. Kirk leave was less than one year and left in good standing.

Commissioner Daniels motioned to approve the reinstatement request for Evelyn Kirk. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions. Reinstatements approved.

Susan Baldwin
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: _____

Susan Baldwin 10/25/23

