

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

December 20, 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>• Susan Baldwin Secretary</li> </ul>	<ul style="list-style-type: none"> <li>• Executive Administrative Assistant HR, Emma Acampora</li> <li>• Other members of the Public</li> </ul>
<p><u>Absent</u></p> <ul style="list-style-type: none"> <li>• Commissioner Carmen Rodriguez</li> </ul>	

Meeting opened at 12:34 pm.

**#1 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 #22-69CR Administrative Assistant. 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 #23-97CR Project Leader. 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 #23-105 Office Manager. 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 #23-106 City Town Clerk Bilingual 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.

Mrs. Baldwin presented results and provided pass/fail data for list #23-107 Special Mechanic Fire. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

**#2 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. After review, guests were brought back into the meeting.

List #22-68CR Police Officer- Removals  
No names for removal.

List #22-69CR Administrative Assistant - Removals

Rank	Last Name	First Name
2	Mabery Niblack	Brittiany
4	Fernandez	Ivelisse

Commissioner Daniels moved to approve the names to be removed from eligibility lists #22-69CR Administrative Assistant. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

**#3 Temporary Pending Test Report**

Acknowledged. No Board action required.

**#4 Transfer Request**

*H. Mullo, Administrative Assistant*

Mrs. Baldwin presented a transfer request from Henry Mullo, who is looking for placement on the transfer list to be considered for vacancies with their current or similar title in their position of Administrative Assistant.

Commissioner Daniels motioned to approve the transfer request for Henry Mullo, Administrative Assistant. Seconded by Commissioner Mordecai. Votes all taken; all yeas, none opposed, no abstentions. Transfer request approved.

*A. Pagani, Administrative Assistant*

Mrs. Baldwin presented a transfer request from Amy Pagani, who is looking for placement on the transfer list to be considered for vacancies with their current or similar title in their position of Administrative Assistant.

Commissioner Daniels motioned to approve the transfer request for Henry Mullo, Administrative Assistant. Seconded by Commissioner Mordecai. Votes all taken; all yeas, none opposed, no abstentions. Transfer request approved.

**#5 Corporation Counsel Update**

Assistant Corporation Counsel Attorney John Leonard explained to the Board that Susan Baldwin, Personnel Director reached out to him requesting a legal opinion. This opinion was in regard to the City vs. Board of Education question of appointment vs hiring. The Board members went into executive session to disclose further details of the matter. The Board members then returned to normal session. This is a no action item.

**#6 Meeting Minutes**

Mrs. Baldwin presented the minutes from the meeting conducted on November 29, 2023. Motion to accept the meeting minutes as presented was made by Commissioner Daniels for meeting minutes dated November 29, 2023; And, seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. Both sets of minutes approved.

**#7 Other Business**

The next regular meeting date scheduled for January 24, 2024 at 12:30 pm and special meeting January 11, 2024 at 12:30pm was discussed and confirmed.

There being no further business to conduct, Commissioner Daniels motioned to adjourn meeting. Seconded by Commissioner Mordecai. Meeting adjourned at 12:53 p.m.

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: January 24, 2024**