

**CITY OF NEW HAVEN CIVIL SERVICE BOARD  
MINUTES OF MEETING – January 2024 Special Meeting**

January 11, 2024

<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> <p><b><u>Absent</u></b></p> <ul style="list-style-type: none"> <li>• Commissioner Carmen Rodeiguez</li> <li>• Assistant Corporation Counsel Atty. John Leonard</li> </ul>	<ul style="list-style-type: none"> <li>• Director Pedro Mandia Landa</li> <li>• Executive Administrative Assistant HR, Emma Acampora</li> <li>• HR Associate, Jennifer Canas</li> <li>• Other members of the Public</li> </ul>

Meeting opened at 12:33 pm.

**#1 Job Descriptions**

*Bilingual Language Proficiency Examiner*

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

Commissioner Daniels motioned to accept the job description. Seconded by Commissioner Mordecai. Votes taken, all yeas, none opposed. Job description for Bilingual Language Proficiency Examiner 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 #24-01 Director of Environmental Health. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Mordecai. Votes taken: all yeas; none opposed.

Commissioner Mongillo presented results and provided pass/fail data for list #24-02 Assistant Animal Control 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.

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

List #22-68CR Police Officer- Removals

<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>
15	Studlack	Tanner

Commissioner Daniels moved to approve the names to be removed from eligibility lists #22-68CR Police Officer. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions.

**#4 Request for Continuous Recruitment**

Mrs. Baldwin presented list #23-104 Firefighter Paramedic Lateral Eligibility List for a change of status to continuous recruitment.

Commissioner Daniels moved to approve list #23-104 Firefighter Paramedic Lateral Eligibility List change of status to continuous recruitment. Seconded by Commissioner Mordecai. Votes taken; all yeas, none opposed. No Abstentions

**#5 Transfer Request**

*D. Quinones, 911 Bilingual Operator*

Mrs. Baldwin presented a transfer request from Dalia Quinones, who is looking for placement on the transfer list to be considered for vacancies with her current or similar title in her position of 911 Bilingual Operator. Questions were asked by Commissioner Mongillo and Mrs. Baldwin answered adequately.

Commissioner Daniels motioned to approve the transfer request for Dalia Quinones, 911 Bilingual Operator. Seconded by Commissioner Mordecai. Votes all taken; all yeas, none opposed, no abstentions. Transfer request approved.

**#6 Next Meeting**

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

There being no further business to conduct, Commissioner Daniels motioned to adjourn meeting. Seconded by Commissioner Mordecai. Meeting adjourned at 12:50 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**