

**CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – June 12, 2024 Special Meeting**

June 12, 2024

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none">• Commissioner Wendy Mongillo• Commissioner Dennis Daniels• Commissioner Christopher Mordecai• Commissioner Carmen Rodriguez• Susan Baldwin Personnel Director	<ul style="list-style-type: none">• Assistant Corporation Counsel Atty. John Leonard• Executive Administrative Assistant HR, Emma Acampora• HR Associate, Jennifer Canas• Other members of the Public

Meeting opened at 12:34 pm.

#1 Job Descriptions

Building Programs & Fiscal Analyst

Mrs. Baldwin presented the item and stated it has not been approved by Labor Relations. Wendella Ault-Battey, Director of Labor Relations, confirmed it has not been approved by Labor Relations.

Commissioner Daniels motioned to table the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Building Programs & Fiscal Analyst has been tabled.

Deputy Director Administration & Planning, Public Works

Mrs. Baldwin presented the item and stated it has not been approved by Labor Relations. Wendella Ault-Battey, Director of Labor Relations, confirmed it has not been approved by Labor Relations.

Commissioner Daniels motioned to table the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Deputy Director Administration & Planning has been tabled.

Deputy Director Arts & Culture

Mrs. Baldwin presented the item and stated it has not been approved by Labor Relations. Wendella Ault-Battey, Director of Labor Relations, confirmed it has not been approved by Labor Relations.

Commissioner Daniels motioned to table the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Deputy Director Arts & Culture has been tabled.

Deputy Director of Public Safety Communications, Administration

Mrs. Baldwin presented the item and its new role in focusing on staffing, training and implantation of personnel related actions. Mrs. Baldwin further explained the role will assist the director to focus their attention on technology needs and other operational functions since they have one deputy at this time. Mrs. Baldwin answered questions the Board had.

Commissioner Daniels motioned to approved the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Deputy Director of Public Safety Communications has been approved.

Public Safety Support Specialist

Mrs. Baldwin presented the item and its new role in the administration of the payroll functions in the Police department. The account clerk titles have been eliminated in the following year’s budget and this role has been added in their place. The job description of this new role captures the work of the account clerk title and what the account clerk job has developed to overtime. Mrs. Baldwin answered questions the Board had.

Commissioner Daniels motioned to approved the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Public Safety Support Specialist has been approved.

Vision Zero Traffic Safety Engineer

Mrs. Baldwin presented the item and its new role in engineering the design and technical implementation of the red light camera project, Vision Zero. Sandeep Aysola, Director of Transportation, further on explained the new roles initiative that comes after the program has been implemented.

Commissioner Daniels motioned to approved the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Vision Zero Traffic Safety Engineer has been approved.

#2 Eligible 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 Mongillo presented results and provided pass/fail data for list # 24-25 911 Operator Dispatcher. 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, #23-51 Police Records Clerk, #24-09CR Police Officer Lateral, and #24-14 911 Operator/Dispatcher Bilingual. After review, guests were brought back into the meeting.

List #22-68CR Police Officer - Removals

Rank	Last Name	First Name
25	Salgado	Jayden
32	Bell	Tameia
10	Pugh	Devory

List #23-51 Police Records Clerk - Removals

Rank	Last Name	First Name
2	Roman	Gabriela
3	Barros	Tyonna
7	Harris	Ajahnae

List #24-09CR Police Officer Lateral

Rank	Last Name	First Name
1	White	Chevaughn

List #24-14 911 Operator/Dispatcher Bilingual - Removals

Rank	Last Name	First Name
2	Degro	Elba

Commissioner Daniels moved to approve the names to be removed from eligibility lists #22-68CR Police Officer, #23-51 Police Records Clerk, #24-09CR Police Officer Lateral, and #24-14 911 Operator/Dispatcher Bilingual. Seconded by Commissioner Morecai and Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#4 Temporary Pending Testing Request

Deputy Director Arts & Culture

Mrs. Baldwin presented the temporary pending test request for the position of Deputy Director Arts & Culture. Mrs. Baldwin explained to the Board that the department is replacing a current title with this role. The current title is being eliminated on June 30, 2024.

Commissioner Daniels motioned to approve the temporary pending test request for the position Deputy Director Arts & Culture. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

Labor Relations Staff Attorney

Mrs. Baldwin presented the temporary pending test request for the position of Labor Relations Staff Attorney. Mrs. Baldwin explained to the Board that adding another title to the department would enable more efficient work on negotiations, grievances, etc.

Commissioner Daniels motioned to approve the temporary pending test request for the position Labor Relations Staff Attorney. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

Public Safety Support Specialist

Mrs. Baldwin presented the temporary pending test request for the position of Public Safety Support Specialist. Mrs. Baldwin explained to the Board the new role will assist in the administration of the payroll functions in the Police department.

Commissioner Daniels motioned to approve the temporary pending test request for the position Labor Relations Staff Attorney. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#5 Continuous Recruitment Request

Firefighter Paramedic

Mrs. Baldwin presented the item and explained the challenges of recruiting for Firefighter Paramedic due to the specialized requirements and the limited time of the application being open. Mrs. Baldwin further explained that with the continuous recruitment it can enable applicants to apply once they qualify instead of waiting for the position to open again.

Commissioner Daniels motioned to approve the continuous recruitment request for the position Firefighter Paramedic. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#6 Board Correspondence

Acknowledged– no action needed.

#7 Corporation Counsel Update

Acknowledged– no action needed.

#8 Next Meeting

The next regular meeting date scheduled for June 26, 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 Rodriguez. Meeting adjourned at 1:06 pm.

Susan Baldwin
Personnel Director

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: 6/26/24 Susan Bald