

**CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – July 24, 2024 Regular Meeting**

July 24, 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. Robert Scott • Executive Administrative Assistant HR, Emma Acampora • HR Associate, Jennifer Canas • Other members of the Public

Meeting opened at 12:35 pm.

#1 R. Mignosa

Robert Mignosa introduced themselves as the Local 3144’s Treasurer and Public Work’s Management and Policy Analyst. Mignosa stated that they wanted to speak on the Junior Accountant position and job description. Mignosa stated that they have an issue with the job description and its range being range 7. Mignosa quoted the job description requiring 3-5 years of experience compared to Accountant II’s job description requiring 3 years of experience. Comparing these two positions, Mignosa stated the range should not be the same as Accountant II’s when the Junior Accountant position has higher requirements. Mignosa stated this issue was brought to the attention of Labor, however, Labor still decided to push the job description through. Mignosa explained that was the reasoning of them speaking up about the job description during the civil service meeting held on May 15th, 2024.

Mignosa’s attempt to speak was denied by the board after stating there was a dispute regarding the job description. As a result, the job description was tabled. During the following civil service meeting on May 29th, it was stated by Susan Baldwin there was still a dispute regarding the job description, so Mignosa did not speak again on it. Mignosa stated that there was an email correspondence from Labor stating that they discussed it with Human Resources and are moving forward with keeping the job range at 7. Mignosa elaborated there was no explanation or no negotiation with moving forward with their decision. Due to this decision, it was clear to Mignosa moving forward with this decision would harm the employee. Mignosa wanted to ensure to be on the agenda for June to speak upon this and to also make it clear that Labor has been bargaining in bad faith. Mignosa also stated that Human Resources was aware that they did not agree to the job description.

Mignosa went on to mention that they also had an issue with the agenda stating while the meeting is open to the public, only matters published on the agenda may be entertained. To their understanding, they had permission to speak regarding the Junior Accountant job description as it was on the agenda without needing to reach out to Susan Baldwin beforehand but was still dismissed. Mignosa stated that they also had an issue with the agenda being sent out 24 hours in advance as well. Mignosa elaborated that it is too short of a notice for those that would like to dispute or correct something as they believe there should be a better system in place that will ensure proof that the Union did approve of a Union position. Mignosa further explained this has not occurred with just this position, since other job descriptions have changed without going to the board prior when they believe it’s supposed to go to the Civil Service Board to have those job description changes approved. Mignosa believes this is inappropriate as it is something that was not agreed upon.

Commissioner Mongillo asked the Board if they had any questions– no questions were asked by the Commissioners. Wendella Ault Battey, Labor Director, asked the Board if it was appropriate to speak in

response to Robert Mignosa. Commissioner Mongillo stated yes with no objections from other Commissioners.

Batthey stated they have never had any form of communication with Mignosa. Batthey continued to elaborate on the process and how the communication has been with the Union President directly. Batthey went into details on this communication that started on March 19, 2024, with an email from Michael Gormany to themselves and Susan Baldwin of the draft for the Junior Accountant job description. Batthey responded with that email stating they will review the job description once they have input from Human Resources. Batthey went on to elaborate on the process stating the job description is created then forwarded to Labor to review and perhaps the Budget Director. Batthey clarifies the job description proposed is what is reviewed and if there is one, the current job description. Since the Junior Accountant role is a new job description, there wasn't a current job description to compare it to. Once the job description was reviewed by Batthey, Baldwin, and Gormany, they did edits and resubmitted it, it was then shared with the Union President, Gilda Herrera, to review until April 20th, 2024. Herrera requested additional time to review and that was granted by Labor.

Batthey elaborated the procedure of when communication is sent to the Union with a job description, a specific time frame is given to respond to Labor. Within that communication it also states, "Please be advised that you have until a certain date. If the new job description is approved by the Union, it can be used in job announcements. If we do not hear from you by that date, the job description will be moved to the next step." Batthey made it clear that the Union is aware of that process and whenever Herrera needed an extension, they requested that and that it is not bargaining in bad faith.

Following the extension, Herrera informed the Union that they believe the job description should be range 8 instead of range 7. Batthey responded with the need to discuss it further with Human Resources and the Budget Director. The Budget Director, Gormany, responded that this job description should stay at a range 7 since it is equivalent to the Accountant II position that is also in range 7 and if there are concerns with knowledge and skills from the Union, those can be modified to mirror Accountant II. This email from Gormany was then forwarded to Herrera and stating, "Upon further review, in comparison to existing financial titles the Budget Director, the Human Resources department and the City will retain the job description as range 7". Batthey states that since that email, there has been dispute. The Union has argued the position should be moved to a range 8, however, the Budget Director, Human Resources Manager, and Labor Director have concluded that it should be retained at a range 7.

Batthey responded to Mignosa's claim of job descriptions happening repeatedly without the Union's consent as a flat out lie. Batthey explained they take exception to anyone saying Labor is bargaining in bad faith with the Union as they do not, have not or will never bargain in bad faith. While they respect the fact that the Union has the right to claim or allege the Labor has bargained in bad faith they are going to respond directly to Mignosa. "You don't know me. You've never bargained with me. How dare you accuse me of bargaining in bad faith. I've never communicated with you directly; I've communicated with your Union President which is the standard way we communicate on job descriptions. If a job description is not approved by the Union within the timeframe provided to them by Labor, they are to ask for an extension which we grant each and every time or we have further discussions. We very often modify job descriptions, we reach agreements. The only concern the Union has had is that this job should be placed in range 8 and the City disagrees with that." is what was stated by Batthey. Batthey yielded to taking any further time and had no further comments.

Commissioner Daniels asked Batthey if this is still between the Union and the City. Batthey responded that the job description should be retained. In accordance with the Budget Director, the position was initially going to be placed in Finance and can be used in other departments but should be retained at a range 7. Mignosa stated that the job description should be passed today even though they do not agree with the

range. Mignosa further on explained that they understand at this point, this was a losing battle because there's no budge on this even though it is not agreed upon.

No further comments or concerns were made.

#2 Job Descriptions

Assistant Superintendent of Fields

Mrs. Baldwin presented the item and spoke on behalf of it. Parks has been organizationally separated from Public Works and this title is like the existing Assistant Park Superintendent title but has more of a focus on the athletic fields and infrastructure.

Commissioner Daniels motioned to approve the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Assistant Superintendent of Fields has been approved.

Caretaker II

Mrs. Baldwin presented the item and spoke on behalf of it. This is a resurrected title that previously existed and would like to be utilized again as it has additional supervisory duties and responsibilities.

Commissioner Daniels motioned to approve the job description. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Caretaker II has been approved.

Deputy Director of Operations

Mrs. Baldwin presented the item and spoke on behalf of it. Due to the separation of departments with Public Works, this title is intended to be the overall operational supervisor for the reestablished department of Parks.

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

Junior Accountant

Mrs. Baldwin requested the Board job description, Junior Accountant, be added to the agenda.

Commissioner Daniels motioned to deny the job description be added to the agenda. Seconded by Commissioner Mordecai. Votes Taken, all yeas, none opposed. Job description for Junior Accountant has been denied being added to the agenda.

#3 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.

Mrs. Baldwin presented results and provided pass/fail data for list #24-40 Deputy Economic Development Administrator. 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 #24-41 Title Maintenance Clerk. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez and Commissioner Mordecai. Votes taken: all yeas; none opposed.

Mrs. Baldwin presented results and provided pass/fail data for list #24-42 Utilization Monitor. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez and Commissioner Mordecai. Votes taken: all yeas; none opposed.

#4 Candidate Removal(s) from Eligibility List

Guests were moved to the virtual waiting room. Ms. Baldwin presented the names for removal from list eligibility #24-06 Caretaker. After review, guests were brought back into the meeting.

List #24-06 Caretaker - Removals

Rank	Last Name	First Name
2	Gonzalez	Steven

Mrs. Baldwin requested to add #22-68 Police Officer to the agenda for candidate removals from eligibility list. Commissioner Daniels motioned to approve to add #22-68CR Police Officer to the agenda. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

List #22-68CR Police Officers - Removals

Rank	Last Name	First Name
7	Smith	Brandon

Commissioner Daniels moved to approve the names to be removed from eligibility lists #24-06 Caretaker and #22-68CR Police Officer. Seconded by Commissioner Moredcai and Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#5 Eligibility List Extension Request

#23-68 Fire Lieutenant

Mrs. Baldwin presented list #23-68 Fire Lieutenant to be extended by 1 year. Commissioner Daniels moved to approve list #23-68 Fire Lieutenant extension for a period of 1 year. Seconded by Commissioner Mordecai and Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions

#23-64 Deputy Fire Marshall

Mrs. Baldwin requested to add #23-64 Deputy Fire Marshall to the agenda for an Eligibility List Extension Request. Commissioner Daniels moved to approve #23-64 Deputy Fire Marshall to be added to the agenda. Seconded by Commissioner Rodriguez.

Mrs. Baldwin presented list #23-64 Deputy Fire Marshall to be extended by 1 year. Commissioner Daniels moved to approve list #23-64 Deputy Fire Marshall extension for a period of 1 year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions

#23-66 Life Safety Compliance

Mrs. Baldwin requested to add #23-66 Life Safety Compliance to the agenda for an Eligibility List Extension Request. Commissioner Daniels moved to approve #23-66 Life Safety Compliance to be added to the agenda. Seconded by Commissioner Rodriguez.

Mrs. Baldwin presented list #23-66 Life Safety Compliance to be extended by 1 year. Commissioner Daniels moved to approve list #23-66 Life Safety Compliance extension for a period of 1 year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions

#5 Temporary Pending Testing Status Update

Mrs. Baldwin updated the Board on the status of Temporary Pending Tests. Chief Auditor had a test date for 07/02/2024 and candidate list was certified on July 10, 2024. Deputy Director Arts & Culture also had a test date for 07/29/2024 and plans on having the list certified in August. Labor Relations Staff Attorney, Public Safety Support Specialist and Deputy Director Operations – Parks do not have an exam date at this time.

#6 Board Correspondence

Acknowledged– no action needed.

#7 Corporation Counsel Update

Acknowledged– no action needed.

#8 Meeting Minutes

Commissioner Mongillo presented the minutes from the meeting conducted on June 26, 2024, and July 10, 2024. Motion to accept the meeting minutes as presented was made by Commissioner Mordecai for meeting minutes dated June 26, 2024 and July 10, 2024.; And, seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. Meeting minutes approved.

#9 Next Meeting

A special meeting request was made by Mrs. Baldwin for August 14, 2024, at 12:30pm. The meeting date and time was discussed and confirmed.

The next regular meeting date scheduled for August 28, 2024, at 12:30 pm was discussed and confirmed.

There being no further business to conduct, Commissioner Daniels motioned to adjourn the meeting. Seconded by Commissioner Rodriguez. Meeting adjourned at 1:18 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: Susan Bald 8/28/24