

CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – June 2021 Regular
Meeting
 June 23, 2021

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none"> • Commissioner James Williams • Commissioner Carmen Rodriguez • Commissioner Wendy Mongillo • Commissioner Dennis Daniels • Noelia Marcano, Secretary <p><u>Absent</u></p> <ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Assistant Corporation Counsel Atty. Robert Scott • Deputy CAO Rebecca Bombero • Director of Parks and Public Works Jeffrey Pescosolido • Principal of The Sound School Marc Potocsky • Other members of the public

Meeting opened at 12:35 P.M.

#1 Job Descriptions

Ms. Marcano introduced Rebecca Bombero, Deputy CAO, who was present to speak on the job description for Bridge Foreperson. Ms. Bombero introduced Jeffrey Pescosolido, Director of Parks and Public Works, and stated that he was present to answer any questions as well. Ms. Bombero then went on to present the job description to the Board, explaining that the individual who previously held the title of Bridge Foreperson for the Department of Public Works retired, and that the job description had not been updated since the 1980's. Because of this, an updated job description is being presented to the Board that will better reflect the current role and responsibilities of the job. Commissioner Mongillo moved to approve the job description. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. New job description for Bridge Foreperson approved.

#2 Eligibility Lists

Ms. Marcano requested that the Board add eligibility list #21-29 Collection Services Representative Supervisor to the agenda. Commissioner Mongillo move to approve to add the item to the agenda. Seconded by Commissioner Williams. Eligibility list #21-29 was added to the agenda.

Ms. Marcano presented results and provided testing and pass/fail data for list #21-27 Police Lieutenant and summarized her report regarding the promotional testing process. Said report are made a permanent part of the minutes of this meeting Commissioner Rodriguez moved to approve the eligibility list for an initial period of one year. Seconded by Commissioner Williams. Votes taken; all yeas, none opposed, no abstentions. List #21-27 Police Lieutenant approved.

Ms. Marcano presented results and provided testing and pass/fail data for list #21-28 Parking Enforcement Officer. Commissioner Mongillo moved to approve the eligibility list for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #21-28 Parking Enforcement Officer approved.

Ms. Marcano presented results and provided testing and pass/fail data for list #21-29 Collection Services Representative Supervisor. Commissioner Rodriguez moved to approve the eligibility list for an initial period of one year. Seconded by Commissioner Mongillo. Votes taken; all yeas, none opposed, no abstentions. List #21-29 Collection Services Representative approved.

#3 List Amendments/Corrections/Extensions/Exhaustions

Ms. Marcano presented the need to extend list #20-21 Traffic Maintenance Worker. Ms. Marcano explained that they are seeking a six-month extension to the current list that is set to expire on July 22nd, 2021. Commissioner Mongillo motioned to extend list #20-21E Traffic Maintenance Worker for a period of six months. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List extension approved. New expiration date set at January 22, 2022.

#4 List Removals

Ms. Marcano requested to add two additional list removals to the agenda. The first is a list removal from list #20-02 Firefighter Paramedic, and the other is from list #20-25 School Security Officer. The removal from Firefighter Paramedic was a withdrawal, and the removal from School Security Officer was an individual who failed to respond to an interview notice. Commissioner Mongillo motioned to add removals #20-02 Firefighter Paramedic and #20-25 School Security Officer to the agenda. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List removals added to the agenda.

Ms. Marcano presented the list removals for lists #21-01 Police Officer, #20-02 Firefighter Paramedic, and #20-25 School Security Officer. Commissioner Mongillo motioned to accept the removals for #21-01 Police Officer, #20-02 Firefighter Paramedic, and #20-25 School Security Officer as presented. Seconded by Commissioner Daniels. Votes taken, all yeas; none opposed, no abstentions. List removals approved.

#5 Transfer Requests

None.

#6 Board Correspondence

Commissioner Williams acknowledged that he received correspondence from the Law Offices of Patricia Cofrancesco. No action needed. Human Resources will send the correspondence to Corporation Counsel.

#7 Corporation Counsel Update

No update to provide.

#8 Temporary Pending Test Report

Ms. Marcano requested to add an additional item to the agenda, which was a Temporary Pending Test Request. Commissioner Mongillo motioned to approve the item to be added to the agenda. Seconded by Commissioner Rodriguez. Temporary Pending Test Request added to the agenda.

Ms. Marcano then introduced the item, which was a Temporary Pending Test Request for the position of Aquaculture Lab Systems Manager at the Sound School. Ms. Marcano explained that this is a new position. The school currently has an Aquaculture Technician, who feeds and maintains the fish. The new position would be someone who maintains the systems, such as the water that feeds the tanks, the pipes, the filters that filter in different types of water, temperatures, etc. The Aquaculture Technician is a ten-month position, which is a problem when school is out, so the new position would be a 12 month position. Ms. Marcano explained that the Principal tried to initiate this process months ago, but it did not get addressed for various reasons. Ms. Marcano then introduced Marc Potocsky, Principal at the Sound School, who explained further that if the position is not quickly filled, they risk losing all of the school's marine livestock. The Board asked various questions, which Ms. Marcano and Mr. Potocsky answered to their satisfaction. Commissioner Rodriguez motioned to approve the Temporary Pending Test Request for the Aquaculture Lab Systems Manager. Ms. Marcano added that the job description is currently in Labor Relations and had not yet been approved. But due to the nature of this emergency, the Board has been presented the Temporary Pending Test Request to be approved at this meeting. Motion seconded by Commissioner Mongillo. Votes taken, all yeas; none opposed, no abstentions. Temporary pending test request approved.

Ms. Marcano then stated that the Temporary Pending Test Report has been updated. Acknowledged. No action required.

#9 Meeting Minutes – May 26, 2021 Regular and May 12, 2021 Special

Ms. Marcano requested to add a final item to the agenda, which are the May 12, 2021 Special Meeting minutes, which the Board was not able to vote on at the last meeting due to a lack of a quorum of the attendees to that particular meeting.

Commissioner Mongillo motioned to add the minutes from Special meeting May 12, 2021 to the agenda. Seconded by Commissioner Daniels. Votes taken, all yeas; none opposed, no abstentions. Item added to the agenda.

Ms. Marcano presented the meeting minutes for the May 12, 2021 Special Meeting and the May 26, 2021 Regular meeting. Commissioner Mongillo asked for a motion. Commissioner Daniels motioned to approve the May 12, 2021 Special meeting minutes as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. Minutes for May 12, 2021 Special approved. Commissioner Mongillo motioned to approve the May 26, 2021 meeting minutes as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. Minutes for May 26, 2021 approved.

#10 Other Business

Ms. Marcano requested that the Board meet for a Special meeting on July 14, 2021.

The next regular meeting scheduled for July 28, 2021 was confirmed for 12:30 p.m.

There being no more business to conduct, Commissioner Mongillo motioned to adjourn; seconded by Commissioner Rodriguez. All yeas. Meeting adjourned at 1:14 pm.


Noelia Marcano
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: 7/28/21