

CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – October 2021 Regular
Meeting
 October 27, 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 • Other members of the Public

Meeting opened at 12:38 P.M.

Ms. Marcano opened the meeting by requesting that the Board vote to add several items to the agenda. The items included a new Job Description for Custodian Engineer, a request for a petition to accept a late application for the position of Police Detective, a report regarding a list exhaustion for Civil Service list #21-25 School Security Officer, and the addition of new eligibility list #21-51 School Security Officer. Commissioner Mongillo moved to add the items to the agenda. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Items added to the agenda.

#1 Job Descriptions

School Security Supervisor

Ms. Marcano explained a little bit about the job description, explaining that it is a new job description replacing what was formally known as School Security Worker II. Ms. Marcano then introduced Chief Thaddeus Reddish, Chief of School Security of the Board of Education. Chief Reddish explained the need for this new job description, explaining that the Board of Education has gone from six Supervisors to none. The Board asked some minor questions, which Chief Reddish answered to the Board’s satisfaction. Commissioner Daniels moved to approve the job description. Seconded by Commissioner Mongillo. Votes taken; all yeas, none opposed, no abstentions. New job description for School Security Supervisor approved.

Custodian Engineer, Board of Education

Ms. Marcano introduced the next job description, which is for the Board of Education Custodian Engineer. Lisa Mack, Director of Human Resources and Labor Relations for the Board of Education explained that Tom Lamb, Chief Operating Officer for New Haven Public Schools should be joining the meeting to speak on this new job description. While waiting, Ms. Marcano suggested to move to the next item on the agenda.

#2 Temporary Pending Test Request

Senior Project Manager, City Plan

Ms. Marcano introduced Aicha Woods, the Director of City Plan, to present to the Board the reason for the temporary pending test request for Senior Project Manager. Some general questions were asked by the Board regarding timeline for hiring someone, which Ms. Marcano answered to the Board’s satisfaction. Commissioner Mongillo moved to approve the temporary pending test request for Senior Project Manager for City Plan. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Temporary pending test request approved.

Administrative Assistant, New Haven Police

Next, Ms. Marcano presented the temporary pending test request for the position of Administrative Assistant for the New Haven Police Department. Ms. Marcano introduced Chief Renee Dominguez and Alissa Ebson from the New Haven Police Department, who explained the need to immediately fill the position of Administrative Assistant due to a lack of staffing. The Board asked Ms. Marcano some questions regarding the hiring timeline, which were answered to their satisfaction. Commissioner Daniels moved to approve the temporary pending test request. Seconded by Commissioner Mongillo. Votes taken; all yeas, none opposed, no abstentions. Temporary pending test request approved.

#1 Job Descriptions Continued

Custodian Engineer, Board of Education

Ms. Marcano then introduced Thomas Lamb, Chief Operating Officer for New Haven Public Schools, who spoke to the Board regarding the job description for Custodian Engineer, and the need to fill the position. The Board asked various germane questions, which Mr. Lamb answered to the Board's satisfaction. Commissioner Mongillo motioned to approve the job description for Custodian Engineer. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Job description approved.

#3 Request to Submit Late Application for Police Detective

Ms. Marcano then asked the Board if they would entertain the add on to the agenda at this time, that being the request to submit a late application for the position of Police Detective from Lindsey Nesto, who was present at the meeting. The Board agreed to this, and Ms. Marcano introduced Police Officer Lindsey Nesto so that she could explain her reason for her late application request. Ms. Nesto explained that she was away during part of the application period and was not able to apply on time due to an incident that occurred while she was away. Ms. Marcano asked for the dates that Ms. Nesto claimed to be away, and it was determined that the dates were September 16th 2021 to September 21st 2021. The posting period was September 20th 2021 to October 1st 2021. The Board asked more questions concerning the reason for this oversight in applying during the posting period. Ms. Nesto mentioned that the death of another officer contributed to the reason why she did not submit her application on time. Discussion ensued among the Board.

Commissioner Mongillo sympathized with her reason but stated that in the past it is uncommon for the Board to make exceptions for late applications, even when tragic events occur. Commissioner Mongillo motioned to deny the request for late submission of the application for Police Detective. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. Request denied.

#4 Eligibility Lists

Ms. Marcano put the guests in the virtual waiting room so that she could show the Commissioners the eligibility lists in advance prior to voting on them.

Ms. Marcano presented results and provided testing and pass/fail data for list #21-48 Police Officer Lateral. Ms. Marcano then presented results and provided testing and pass/fail data for list #21-49 Building Plans Examiner.

Ms. Marcano presented results and provided testing and pass/fail data for list #21-50 Fire Marshal.

Ms. Marcano explained that she could not present list #21-51 School Security Officer to be voted on until the current list for School Security Officer is presented to the Board for exhaustion. Ms. Marcano reported the exhaustion of list #21-25 School Security Officer, explaining that it is more than 75 percent exhausted.

While the guests were in the waiting room, Ms. Marcano also took the opportunity to show the Board the list removals for list #20-01 Firefighter, list #20-06 Executive Administrative Assistant, list removal #21-01 Police Officer, list removal #21-14 Public Health Emergency Response Coordinator, and list removal #21-25 School Security Officer, citing the reasons for each of these removals were stated in each document.

After the viewing of the aforementioned lists, the guests in the waiting room were allowed back into the meeting.

Commissioner Mongillo motioned to approve list #21-48 Police Officer Lateral for a period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #21-48 Police Officer Lateral approved.

Commissioner Daniels motioned to approve list #21-49 Building Plans Examiner for a period of one year. Seconded by Commissioner Mongillo. Votes taken; all yeas, none opposed, no abstentions. List #21-49 Building Plans Examiner approved.

Commissioner Mongillo motioned to approve list #21-50 Fire Marshal for a period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #21-50 Fire Marshal approved.

#5 List Amendments/Corrections/Extensions/Exhaustions

Ms. Marcano explained that a correction was needed for list #21-43C Offset and Digital Printer (formerly list #21-37), explaining that it was originally assigned a list number that was already taken. Commissioner Mongillo moved to accept the list correction for list #21-43C Offset & Digital Printer (formerly list #21-37). Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List correction approved.

Ms. Marcano presented a list extension for list #21-08 Police Sergeant, explaining that the Chief contacted her and asked that it be extended for one more year, bringing it to its full two year maximum. Commissioner Daniels motioned to accept the list extension for list #21-08 Police Sergeant for a period of one more year. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List extension approved.

Ms. Marcano then reported the exhaustion of list #21-09 911 Operator/Dispatcher, explaining that it is past the 75 percent exhaustion threshold. No action needed by the Board.

Ms. Marcano presented to the Board a request to exhaust list #21-38 Park Ranger at 50 percent usage. Ms. Marcano explained that the list certified with only two individuals. The first individual found employment elsewhere, and the second individual who interviewed did not have all of the experience needed to fully operate in the position. Commissioner Mongillo moved to exhaust list #21-38 Park Ranger. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List #21-38 Park Ranger exhausted.

Ms. Marcano reminded the Board that there was an add on item to the agenda, and that was exhaustion of list #21-25 School Security Officer. Based on the initial number of candidates on the list, 81 percent have been utilized, therefore causing the list to reach its 75 percent exhaustion threshold. No action needed by the Board.

#4 Eligibility Lists Continued

Ms. Marcano reminded the Board that there was one more add on item that the Board still needed to vote on that being eligibility list #21-51 School Security Officer. Commissioner Mongillo motioned to approve list #21-51 School Security Officer for a period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #21-51 School Security Officer approved.

#6 List Removals

Ms. Marcano explained for the record that the list removals were previously viewed by the Board while the guests were in the waiting room due to the fact that names are not typically made public during the vote. Because the names were already presented to the Board, they could move forward with the vote at this time.

Commissioner Daniels moved to approve the names presented for removal for list #20-01E Firefighter. Seconded by Commissioner Mongillo. Votes taken; all yeas, none opposed, no abstentions. List removals for #20-01E Firefighter approved.

List #21-01E Firefighter - Removals

Rank	First Name	Last Name
1	Ismail	Abdussabur
1	Daizhon	Armstrong
1	Flavie	Augustine
1	Justin	Augustine
1	Mark-Aurelius	Benton
1	Brandon	Brantle
1	Austin	Burns
1	Christopher	Butler
1	Matthew	Christoforo
1	Morresse	Cosby
1	Precious	DuBose
1	Jake	Gannon
1	Johnathan	Gonzalez
1	Tainaly	Guzman
1	Ashley	Heltowski
1	Romir	King
1	Christina	Knox
1	Eric	Lammie
1	Michael	Leite
1	Shirese	Little
1	Nyijal	Mcmillan
1	Tashana	Miller
1	Benjamin	Montalvo
1	Steven	Noreika
1	Andrea	Quinones
1	Nicholas	Rivera
1	Xoilyn	Rogers
1	Karissa	Sanchez
1	Tim	Smith
1	Alexzae	Tyson
1	Deja	Walker
1	Jonisha	Waters

Commissioner Daniels moved to approve the removal of names from list #20-06E2C Executive Administrative Assistant. Seconded by Commissioner Mongillo. Votes taken, all yes; none opposed, no abstentions. Removals approved.

List #20-06E2C Executive Administrative Assistant - Removals

Rank	First Name	Last Name
4	Ramona	Davis
5	Pamela	Toason

Commissioner Mongillo moved to approve the removal of names from list #21-01 Police Officer Entry Level. Seconded by Commissioner Daniels. Votes taken, all yes; none opposed, no abstentions. Removals approved.

List #21-01 Police Officer Entry Level - Removals

Rank	First Name	Last Name
59	Steven	Gutama
61	Jah'maine	Mercer
63	Wayne	McGuire
82	Jordan	Glen
87	Nicholas	Cruz
88	Steven	Ramos
94	Ryan	Pickering
99	Daniel	Raucci
101	Nickesha	Birch
106	Nicole	Gargano

Commissioner Mongillo motioned to accept the list removal from list #21-14 Public Health Emergency Response Coordinator. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List removal for Public Health Emergency Response Coordinator approved.

List #21-14 Public Health Emergency Response Coordinator - Removals

Rank	First Name	Last Name
1	Emma	Allen

Ms. Marcano then mentioned that there was a final list removal that was not originally on the agenda, and that was a list removal from list #21-25 School Security Officer. Ms. Marcano reminded the Board that they would need to add the item to the agenda by vote. Commissioner Mongillo motioned to add the removal of names from list #21-25 School Security Officer to the agenda. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. Add on item approved. Commissioner Daniels then motioned to approve the removal of names from list #21-25 School Security Officer. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, no abstentions. List removal approved.

List #21-25 School Security Officer - Removals

Rank	First Name	Last Name
3	Lesly	Crockett

#7 Transfer Request

Ms. Marcano presented the transfer request for James Harriott, who is looking for placement on the transfer list to be considered for vacancies for his current title or similar to his current title of Executive Administrative Assistant in any department. Commissioner Mongillo motioned to approve the transfer

request for James Harriott. Seconded by Commissioner Daniels. Votes taken, all yes; none opposed, no abstentions. Transfer request approved.

#8 Board Correspondence

None.

#9 Corporation Counsel Update

None.

#10 Temporary Pending Test Report

Acknowledged. No action required.

#11 Meeting Minutes – September 22, 2021 Regular and October 13, 2021 Special

Ms. Marcano presented the meeting minutes for the September 22, 2021 Regular Meeting and October 13, 2021 Special Meeting. The Board took a moment to review. Commissioner Daniels motioned to approve the September 22, 2021 Regular meeting minutes as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, with one abstention from Commissioner Mongillo due to the fact that she was not at that meeting. Minutes for September 22, 2021 Regular approved. Commissioner Daniels motioned to accept the minutes for the October 13, 2021 Special Meeting as presented. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed, one abstention from Commissioner Williams due to his absence from that meeting. Minutes for October 13, 2021 Special Meeting approved.

#12 Other Business

The next regular meeting is scheduled for November 17, 2021 and was confirmed for 12:30 p.m.

Ms. Marcano then brought up a discussion regarding Board of Education employees, improperly hired from civil service lists seeking to be placed on the transfer list. Ms. Marcano explained that recently an individual contacted her office about being placed on the transfer list. Ms. Marcano explained that her office does research regarding the original civil service list that the employee was hired from prior to bringing a transfer request to the Board. Ms. Marcano informed of the disconnect in past between the Board of Education HR Office and the City side HR office, and that hopefully there are not others in this same situation. The question Ms. Marcano was bringing to the Board is whether or not individuals improperly hired in past and now holding a civil service tested position should be treated the same as those individuals who were hired properly off of a civil service list. There was brief discussion and it was determined that no solution needed to occur today, but will be brought to the Board again in the next meeting and placed on the agenda, and if the Board has any additional questions prior to the next meeting, they can send them to Ms. Marcano ahead of time.

There being no more business to conduct, Commissioner Daniels motioned to adjourn; seconded by Commissioner Mongillo. All yeas. Meeting adjourned at 2:05 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: 11/17/2021