

CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – January 2022
Regular Meeting
 January 26, 2022

| <u>Present</u> | <u>Also Present</u> |
|--|--|
| <ul style="list-style-type: none"> • Commissioner Dennis Daniels • Commissioner Wendy Mongillo • Commissioner Lesly Negron • Noelia Marcano, Secretary • Commissioner Carmen Rodriguez (joined late) <p><u>Absent</u></p> | <ul style="list-style-type: none"> • None |

Meeting opened at 12:34 P.M.

The floor was then opened for nominations for a Commissioner to conduct the meeting. Commissioner Daniels nominated Commissioner Mongillo. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. Commissioner Mongillo will be running the meeting.

#1 Eligibility Lists

Before presenting the Eligibility Lists, Ms. Marcano wanted to put on record that the agenda that was published had a job description listed, but that was an error. There was no job description being presented at today's meeting. Ms. Marcano also noted that no one was placed into the virtual waiting room because there were no members of the public or additional guests present at this meeting.

Ms. Marcano presented results and provided testing and pass/fail data for list #22-01 Senior Project Manager. Commissioner Daniels moved to approve eligibility list #22-01 Senior Project Manager for an initial period of one year. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. List #22-01 Senior Project Manager approved.

Ms. Marcano presented results and provided testing and pass/fail data for list #22-02 Personnel Analyst. Commissioner Negron moved to approve eligibility list #22-02 Personnel Analyst for an initial period of one year. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List #22-02 Personnel Analyst approved.

#2 List Amendments/Corrections/Extensions/Exhaustions

Ms. Marcano told the Board that there are two list extensions. The first extension is for list #21-09AE Fire Lieutenant. Ms. Marcano explained that there are still many ranks on the list, and the Fire Department is asking for the list to be extended for another year, bringing it to a full two-year period. Ms. Marcano then presented the next list extension, which is for list #21-18E Police Captain. This request is for an additional year as well, bringing it to a full two year maximum.

Commissioner Daniels moved to extend lists #21-09AE Fire Lieutenant and #21-18E Police Captain for a period of one year. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. List extensions approved.

#3 List Removals

Ms. Marcano presented the names brought to the board for removal from list #21-01 Police Officer Entry Level, citing the reasons for each removal appeared next to each name.

Commissioner Negron moved to approve the names from eligibility list #21-01 Police Officer Entry Level. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List removals approved.

List #21-01 Police Officer Entry Level - Removals

| Rank | First Name | Last Name |
|------|------------|--------------|
| 95 | Michael | Francishelli |
| 121 | Jose | Olavarria |
| 122 | Maria | Legatos |
| 133 | Andrew | Roach |
| 135 | Michael | Vernik |
| 140 | Nicole | Kenneson |

Ms, Marcano then presented a name for removal from list #21-24 Special Mechanic Fire, stating that this individual had declined an offer once, and then did not respond to a second offer. Commissioner Daniels moved to approve the removal from eligibility list #21-24 Special Mechanic Fire. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. List removal approved.

List #21-24 Special Mechanic Fire - Removals

| Rank | First Name | Last Name |
|------|------------|-----------|
| 1 | Dante | Ghiroli |

Finally, Ms. Marcano presented an individual from list #21-56 Administrative Assistant to be removed for declining two job offers. Commissioner Negron moved to remove the name from eligibility list #21-56 Administrative Assistant. Seconded by Commissioner Daniels. Votes taken; all yeas, none opposed, no abstentions. List removal approved.

List #21-56 Administrative Assistant - Removals

| Rank | First Name | Last Name |
|------|------------|-----------|
| 3 | Phyllis | Miller |

#2 (continued) List Amendments/Corrections/Extensions/Exhaustions

Ms. Marcano then informed the Board that there was a list exhaustion. She added that this item is informative and did not require Board action. She explained that list #21-33 Legislative Aide II had three ranks. The first two ranks declined conditional offers twice, and the third rank was hired but then resigned, therefore list #21-33 Legislative Aide II is exhausted.

#4 Transfer Requests

Ms. Marcano presented a Transfer Request for Pamela Green, who is looking for placement on the transfer list to be considered for vacancies for her current title of Administrative Assistant in any department. Commissioner Daniels motioned to approve the transfer request. Seconded by Commissioner Negron. Votes taken; all yeas, none opposed, no abstentions. Transfer request approved.

#5 Board Correspondence

None. At that time, Commissioner Rodriguez joined the meeting, which Ms. Marcano acknowledged on record.

#6 Corporation Counsel Update

None. Attorney Scott was not present at the meeting.

#7 Temporary Pending Test Report

Acknowledged. No action required.

#8 Minutes – December 15, 2021 Regular, January 7, 2022 Special, & January 14, 2022 Special

Ms. Marcano presented the meeting minutes for the December 15, 2021 Regular Meeting, the January 7, 2022 Special Meeting, and the January 14, 2022 Special Meeting. The Board took a moment to review. Commissioner Rodriguez motioned to approve all sets of minutes as presented. Seconded by Commissioner Negron. Votes taken to approve the December 15, 2021 Regular minutes; all yeas, none opposed, and Commissioner Rodriguez abstained. Minutes approved. Votes taken to approve the January 7, 2022 Special minutes; all yeas, none opposed, no abstentions. Minutes approved. Votes taken to approve the January 14, 2022 Special minutes; all yeas, none opposed, and Commissioner Daniels abstained. Minutes approved.

#11 Other Business

Ms. Marcano informed the Board that she will place on the agenda the issue of voting for a temporary Commissioner. She explained that the Board would have a choice as to whether they would prefer to vote for a Chair at each meeting, or whether the Board would prefer to vote for a Chair to run the meetings for a period of several months at a time. Commissioner Negron voiced that she would like to vote every meeting. Ms. Marcano stated that it would be best to discuss it by having it as an official item on the next agenda, which the Board agreed to.

The next regular meeting is scheduled for February 23, 2022 and was confirmed for 12:30 p.m. Ms. Marcano also explained that it is possible that another Special meeting may need to take place before the next regular scheduled meeting, which the Board understood.

There being no more business to conduct, Commissioner Daniels motioned to adjourn; seconded by Commissioner Rodriguez. All yeas. Meeting adjourned at 1:06 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: 2/23/22