

CITY OF NEW HAVEN CIVIL SERVICE BOARD
MINUTES OF MEETING – November 2022 Regular Meeting

November 16, 2022

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none">• Commissioner Wendy Mongillo• Commissioner Dennis Daniels• Commissioner Carmen Rodriguez• Noelia Marcano Secretary	<ul style="list-style-type: none">• Assistant Corporation Counsel Att. Robert Scott• Personnel Analyst HR, Paola Acosta• Personnel Analyst HR, Richard Campos• Administrative Assistant HR, Emma Acampora• Other members of the Public
<u>Absent</u> <ul style="list-style-type: none">• Commissioner Leasley Negron	

Meeting opened at 12:38 pm.

#1 Exam Eligibility or Late Request

Ms. Marcano asked the Board to add a late application request onto the agenda. Commissioner Daniels motioned to approve the late application request onto the agenda. Seconded by Commissioner Rodriguez. Votes taken: all yeas; none opposed.

Ms. Marcano presented this item and Ralph Camacho to the Board. She explained that Mr. Camacho attempted to apply for the positions of Administrative Assistant, Bilingual Administrative Assistant, and Library Technical Assistant. In order to apply for these positions, the applicant must make a profile prior to applying in the HR Department's applicant tracking system. By mistake, Mr. Camacho assumed when filling out his application profile, that he was applying for those three positions. As a result, he missed the deadline to apply for all three positions by one day. Mr. Camacho was asked clarifying questions about his attempt to apply for those positions and answered adequately.

Commissioner Daniels motioned to accept Mr. Camacho late applications for all three positions. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#2 Job Descriptions

None received this month

#3 Eligibility 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.

Ms. Marcano presented results and provided pass/fail data for list #22-55 Deputy Director of Parks & Public Works. Commissioner Rodriguez motioned to approve the list for an initial period of one year. Seconded by Commissioner Daniels. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-56 Public Health Emergency Response Coordinator. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-57 Coordinator of Resident Services. Commissioner Rodriguez motioned to approve the list for an initial period of one year. Seconded by Commissioner Daniels. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-58 Account Clerk II. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-59 Superintendent of Refuse. Commissioner Rodriguez motioned to approve the list for an initial period of one year. Seconded by Commissioner Daniels. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-60 Electrical Plans Examiner. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-61 Plumbing & Mechanical Plans Examiner. Commissioner Rodriguez motioned to approve the list for an initial period of one year. Seconded by Commissioner Daniels. Votes taken: all yeas; none opposed.

Ms. Marcano presented results and provided pass/fail data for list #22-62 Chief Civil Engineer. Commissioner Daniels motioned to approve the list for an initial period of one year. Seconded by Commissioner Rodriguez. Votes taken: all yeas; none opposed

#4 List Removals

Guests were then moved back to the virtual waiting room. Ms. Marcano presented the names for removal from list eligibility #22-17 Police Officer. After review, guests were brought back into the meeting. Commissioner Daniels moved to approve the names to be removed. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions. List removals approved.

List #22-17 Police Officer- Removals

Rank	Last Name	First Name
51	Singletary	Stephanie
55	Ortiz- Cabrera	Steven
63	Ayala-Walker	Jorge
72	Gaviria	Catalina
79	Cameron	William
88	Devanney	Corey
90	Lynch	Kyle
92	Lebeau	Hector
97	Adams	Kerry
110	Peguisto	Dominic
112	Lucky	William

#5 List Amendments/Corrections/Extensions /Expirations

None received this month

#6 Temporary Pending Test Request(s)

Contract Analyst - Purchasing

Ms. Marcano presented this item to Board and presented Michael Gormany, Budget Director and Acting Controller, to speak on behalf of this item. Mr. Gormany explained to the Board that the Purchasing Department is an office of a total of three people. That department has an existing vacancy but now due to a resignation will have two vacancies and only one employee running the department. Mr. Gormany explained the need and urgency for this TPT appointment in order to keep the department running. Mr. Gormany was asked questions by the Board and answered adequately.

Commissioner Daniels motioned to accept the temporary pending test request for Contract Analyst – Purchasing. Seconded by Commissioner Rodriguez. Votes taken; all yeas, none opposed. No Abstentions.

#7 Reinstatement Request(s)

None received this month

#8 Transfer Request(s)

None received this month

#9 Board Correspondence

None received this month

#10 Corporation Counsel Update

None received this month

#11 Temporary Pending Test Report

Acknowledged. No Board action required.

#12 Meeting Minutes

Ms. Marcano presented the minutes from the meeting conducted on October 26, 2022. Motioned to accept the meeting minutes as presented was made by Commissioner Rodriguez. Seconded by Commissioner Daniels. Votes taken: All yes; none opposed.

#13 Other Business

The next regular meeting date scheduled for December 21, 2022 at 12:30 pm was confirmed. Next special meeting date requested for November 30, 2022 was discussed and confirmed to take place at 12:30 pm.

There being no further business to conduct, Commissioner Mongillo motioned to adjourn meeting. Seconded by commissioner Rodriguez. Meeting adjourned at 1:26 p.m.


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: 12/21/22

