

STATE OF NEW YORK
CIVIL SERVICE COMMISSION
ALBANY, NEW YORK

December 15, 2010

1. MUNICIPAL SERVICE

1.102 (A) ALBANY COUNTY DIRECTOR OF CIVIL SERVICE. Request for Commission approval of the resolution amending the Appendices of the Albany County Civil Service Rules.

Approved – Local Resolution #8

1.103 (B) CITY OF AMSTERDAM CIVIL SERVICE COMMISSION. Request for Commission approval of two resolutions amending the Text and Appendices of the City of Amsterdam Civil Service Rules.

Approved

1.104 (C) LIVINGSTON COUNTY PERSONNEL OFFICER. Request for Commission approval of a resolution amending the Appendices of the Livingston County Civil Service Rules.

Approved

1.105 (D) CITY OF MIDDLETOWN CIVIL SERVICE COMMISSION. Request for Commission approval of a resolution amending the Text of the City of Middletown Civil Service Rules.

Approved

1.106 (E) CITY OF PORT JERVIS CIVIL SERVICE COMMISSION. Request for Commission approval of a resolution amending the Text of the City of Port Jervis Civil Service Rules.

Approved

1.107 (F) STEUBEN COUNTY PERSONNEL OFFICER. Request for Commission approval of a resolution amending the Appendices of the Steuben County Civil Service Rules.

Approved

- 1.108 (G) CITY OF MOUNT VERNON CIVIL SERVICE COMMISSION. Follow-up on the Merit System Administration report for the City of Mount Vernon Civil Service Commission.

The State Commission reviewed the City Commission's fifth follow-up report, and noted that there is a misunderstanding of what is required to address the remaining nine recommendations and the requirements of the adoption of a Rules resolution amending the City Civil Service Rules. The State Commission directed the City Commission to attend a training session with staff to clarify what is required to demonstrate the recommendations have been addressed, as well as the appropriate process and requirements of the Rules resolution process. This session may be conducted over the phone or at Department offices in Albany, and should be held by January 15, 2011. Members of the City Commission and Secretary are expected to attend. If this session is not conducted, the City Commission is directed to attend a conference with the State Commission to discuss the lack of progress. Further, a sixth follow-up report was directed to be submitted no later than March 15, 2011.

2.	PENSION WAIVERS FOR RETIREES / LOCAL						ACTION AS INDICATED
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
STATUTORY CRITERIA PRE-OCTOBER 7, 2008							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	Cleary, Jr., John M.	0	Erie County District Attorney's Office Senior Chief, Task Force Investigator NonComp nonPolicy	11/07/2010 11/06/2012	\$77,058	Yes	Limited Approval
The State Commission approved the request for the limited period of 11/07/10-05/07/12. It was noted that the temporary appointment was effectuated pursuant to section 64(3) of the Civil Service Law on 11/07/10, and as such, the position cannot remain in existence beyond eighteen months.							
2.	Comerford, Kevin J.	2.5	Erie County Medical Center Corp. Director of Safety and Security Management Competitive	01/01/2011 05/31/2012	\$90,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/11-05/31/11. The limited period of approval through 05/31/11 was granted with the stipulation that the Erie County Department of Personnel conduct an examination to determine if there are any qualified non-retirees available for appointment.							
3.	Varrenti, Daniel P.	8.75	Monroe County Brockport, Village Of Chief of Police Competitive	01/01/2011 12/31/2012	\$118,938	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/11-06/30/11. The limited period of approval through 06/30/11 was granted with the stipulation that the Monroe County Department of Human Resources conduct an examination to determine if there are any qualified non-retirees available for appointment.							
4.	Biggers, Thomas	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$95,785	Yes	Limited Approval

	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
5.	Cassino, John F.	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$91,805	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
6.	Falzarano, Michael	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$95,785	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
7.	Gillespie, William J.	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$91,805	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
8.	Quinn, Terence	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$93,794	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						

9.	Ribando, Charles	4.75	Nassau County District Attorney's Office Chief Investigator NonComp nonPolicy	01/01/2011 12/31/2012	\$110,500	Yes	Approved
The State Commission approved the request for the period of 01/01/11-12/31/12.							
10.	Rice, George A.	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$97,774	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
11.	Rizzo, Daniel F.	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$91,805	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
12.	Tunkel, Kenneth	2	Nassau County District Attorney's Office Special Investigator II (Index Crime) Competitive	01/01/2011 12/31/2012	\$95,785	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
13.	Walsh, William T.	2	Nassau County District Attorney's Office Special Investigator II	01/01/2011 12/31/2012	\$93,794	Yes	Limited Approval

			(Index Crime) Competitive				
	The State Commission approved the request for the limited period of 01/01/11-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
14.	Dellisanti, Nicholas A.	4	Nassau Health Care Corp. Asst. Director of HR for Labor Relations, NHCC Competitive	01/01/2011 12/31/2012	\$98,500	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-08/31/11. The limited period of approval through 08/31/11 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.						
15.	Ocker, Kevin E.	7	Nassau County Incorporated Village of Garden City Chairman, Board of Comrs of Cultural & Rec Affairs Unclass	04/01/2010 03/31/2012	\$117,000	Yes	Retroactive Approval
	The State Commission approved the retroactive request for the limited period of 04/01/10-12/31/11. If approval is sought beyond 12/31/11, the Village must conduct an updated recruitment effort.						
16.	Barlow, Gary A.	2	Onondaga County Village of No. Syracuse Police Lieutenant Competitive	01/01/2010 12/31/2011	\$31,910	Yes	Retroactive Approval
	The State Commission approved the retroactive request for the period of 01/01/10-12/31/11. If approval is sought beyond 12/31/11, the Onondaga County Department of Personnel must participate in the September 2011 examination series.						
17.	Szyndor, Richard J.	1.75	Orange County Deerpark, Town of Police Lieutenant Competitive	07/01/2010 06/30/2012	\$63,336	Yes	Approved
	The State Commission approved the request for the period of 07/01/10-06/30/12. If approval is sought beyond 06/30/12, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees interested in appointment, the Orange County Department of Personnel must participate in the March 2012 examination series.						
18.	Werner, William R.	5.5	Orange County Deerpark,	07/01/2010 06/30/2012	\$68,744	Yes	Approved

			Town of Police Chief-- Type A Competitive				
	The State Commission approved the request for the period of 07/01/10-06/30/12. If approval is sought beyond 06/30/12, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees interested in appointment, the Orange County Department of Personnel must participate in the March 2012 examination series.						
19.	O'Shaughnessy, John M.	9	Rockland County Stony Point, Town of Assessor NonComp Policy	01/01/2011 12/31/2012	\$70,000	Yes	Approved
	The State Commission approved the request for the period of 01/01/11-12/31/12.						
20.	DeLuca, Paul Michael	7.25	Schenectady County Burnt Hills- Ballston Lake CSD Security Monitor Competitive	07/01/2010 06/30/2012	\$34,000	Yes	Limited Approval
	The State Commission approved the request for the limited period of 07/01/10-06/30/11. The limited period of approval through 06/30/11 was granted with the stipulation that an examination be conducted by the Schenectady County Civil Service Commission to determine if there are any qualified non-retirees available for appointment. Approval through 06/30/11 will also avoid a disruption in the School District's security force throughout the 2010-2011 school year.						
21.	LaRotonda, Michael W.	6	Westchester County District Attorney's Office Criminal Investigator Exempt	01/28/2011 01/27/2013	\$94,040	Yes	Approved
	The State Commission approved the request for the period of 01/28/11-01/27/13.						

2. PENSION WAIVERS FOR RETIREES / LOCAL		ACTION AS INDICATED					
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
STATUTORY CRITERIA POST-OCTOBER 7, 2008							
Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action	
1. Torre, Philip	0	Erie County District Attorney's Office Confidential Criminal Investigator NonComp nonPolicy	01/01/2011 12/31/2012	\$47,746	Yes	Limited Approval	
The State Commission approved the request for the limited period of 01/01/11-03/13/12. It was noted that the temporary appointment was effectuated pursuant to section 64(3) of the Civil Service Law on 09/13/10, and as such, the position cannot remain in existence beyond eighteen months.							
2. Gifford, Rick N.	0	Madison County Village of Hamilton Police Chief Competitive	01/01/2011 12/31/2012	\$56,000	Yes	Limited Approval	
The State Commission approved the request for the limited period of 01/01/11-06/30/11. If approval is sought beyond 06/30/11, the eligible list must be re-canvassed and if there are no reachable non-retirees interested in appointment, the Madison County Personnel Department must participate in the March 2011 examination series.							

2. PENSION WAIVERS FOR RETIREES / STATE/		ACTION AS INDICATED					
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
STATUTORY CRITERIA PRE-OCTOBER 7, 2008							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	Bayne, Melvin E.	10	Attorney General's Office Investigator Exempt	12/11/2010 12/31/2011	\$89,115	Yes	Approved
The State Commission approved the request for the period of 12/11/10-12/31/11.							
2.	Clementi, Debra	0	Attorney General's Office Investigator Exempt	01/01/2011 12/31/2012	\$56,553	Yes	Approved
The State Commission approved the request for the period of 01/01/11-12/31/12.							
3.	Connolly, Timothy G.	2	Attorney General's Office Investigator Exempt	12/02/2010 12/01/2012	\$61,706	Yes	Withdrawn
Withdrawn by agency.							
4.	DiGennaro, Stephen M.	2	Attorney General's Office Investigator Exempt	12/11/2010 12/31/2011	\$77,665	Yes	Withdrawn
Withdrawn by agency.							
5.	Doyle, Norman A.	4	Attorney General's Office Investigator Exempt	11/30/2010 11/29/2012	\$59,198	Yes	Withdrawn
Withdrawn by agency.							
6.	Fleming, Brian T.	4	Attorney General's Office Investigator Exempt	12/28/2010 12/27/2012	\$55,445	Yes	Withdrawn
Withdrawn by agency.							
7.	Maldonado, Victor	2	Attorney General's Office Investigator Exempt	12/07/2010 12/06/2012	\$72,033	Yes	Withdrawn
Withdrawn by agency.							
8.	McCann, Kevin R.	6	Attorney General's Office Investigator Exempt	12/30/2010 12/29/2012	\$62,293	Yes	Withdrawn

	Withdrawn by agency.						
9.	Rivers, Wayne	2	Attorney General's Office Investigator Exempt	12/28/2010 12/27/2012	\$69,998	Yes	Withdrawn
	Withdrawn by agency.						
10.	Giammaresi, James P.	0	Criminal Justice Services, Division of (DCJS) Crime Analysis Center Director Exempt	12/09/2010 12/16/2011	\$113,644	Yes	Approved
	The State Commission approved the request for the period of 12/09/10-12/16/11.						
11.	Hickey, Timothy C.	0	Criminal Justice Services, Division of (DCJS) Crime Analysis Center Director Exempt	12/09/2010 12/31/2011	\$113,644	Yes	Approved
	The State Commission approved the request for the period of 12/09/10-12/31/11.						
12.	Gibson, James W.	2	Inspector General's Office Investigator Exempt	12/14/2010 12/13/2012	\$90,540	Yes	Limited Approval
	The State Commission approved the request for the limited period of 12/14/10-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
13.	Burke, Valerie A.	7.5	Insurance, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2011 12/31/2012	\$61,763	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
14.	Carmody, Dennis	4.75	Insurance, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2011 12/31/2012	\$55,707	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/01/11-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
15.	D'Angelo, Philip	6	Insurance, Department of Insurance Frauds Investigator 1	12/30/2010 12/29/2012	\$59,848	Yes	Limited Approval

			NonComp nonPolicy				
	The State Commission approved the request for the limited period of 12/30/10-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
16.	Howard, Mark S.	6	Insurance, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/03/2011 01/02/2013	\$61,763	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/03/11-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
17.	Marccone, John J.	5.5	Insurance, Department of Insurance Frauds Investigator 2 NonComp nonPolicy	01/09/2011 01/08/2013	\$75,862	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/09/11-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
18.	Masinski, Arthur D.	4.5	Insurance, Department of Insurance Frauds Investigator 2 NonComp nonPolicy	12/30/2010 12/29/2012	\$73,584	Yes	Limited Approval
	The State Commission approved the request for the limited period of 12/30/10-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
19.	Ruffo, Paul	6	Insurance, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/03/2011 01/02/2013	\$61,763	Yes	Limited Approval
	The State Commission approved the request for the limited period of 01/03/11-06/30/11. The limited approval was granted in recognition of the transition occurring in State government and to afford the incoming administration the opportunity to review current policies and procedures regarding section 211 waivers.						
20.	Aakalu, Geetha N.	6	Office for People with Disabilities-Hudson Valley (OPWDD) Psychiatrist 2 NonComp nonPolicy	01/17/2011 01/16/2013	\$78,868	Yes	Approved
	The State Commission approved the request for the period of 01/17/11-01/16/13.						

The non-competitive and exempt jurisdictional classification of positions affords agencies increased flexibility in the appointment process. The President of the Civil Service Commission, as Chairperson of the Governor's Executive Committee for Affirmative Action, has responsibility for assuring equal employment opportunity is provided in State agencies. The President has requested that agencies be mindful of their opportunity to promote the employment of minorities, women, persons with disabilities and veterans in making appointments to such positions.

3. EXECUTIVE

3.66 (A) DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES. Request for Commission approval of non-competitive classification of the positions of DHSES Training Extra (12) (originally requested as DHSES Exercise Support Aide—Labor) which they are asking to have established. (Control No. 10-036)

APPROVED (not phi)

3.67 (B) DEPARTMENT OF AGRICULTURE AND MARKETS. Request for Commission approval of deletion of the position of Assistant Commissioner from the exempt class listing.

APPROVED

3.68 (C) OFFICE FOR THE PREVENTION OF DOMESTIC VIOLENCE. Request for Commission approval of non-competitive classification of an additional position of Domestic Violence Program Assistant.

**APPROVED (not phi) - INCREASED FROM 1 to 2 IN APPENDICES
(Reclassified from Domestic Violence Program Specialist—non-competitive)**

3.69 (D) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held November 17, 2010.

APPROVED

4. LEAVES OF ABSENCE - APPROVED AS INDICATED

4.21 Request for Commission approval to the extension of the leaves of absence of the following persons pursuant to the Attendance Rules for the Classified Service:

	<u>Current Leave Ends</u>	<u>Extension Approved Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(1)	1/22/11	1/1/13	Livingston,Brenda D	Admrv Assnt Competitive Budget	Conf Stenographer Exempt Budget
(2)	11/6/10	11/1/11	Beaudoin,Raymond J	Dir Faciltis Plng&Dev Competitive Child&Fam Srvcs	N/A N/A SUNY Construction Fund
(3)	12/31/10	12/1/12	Antrim,Luann	Cash Mgmt Anlst Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(4)	12/31/10	12/1/12	Arnold,Robert J	Senr Investment Offcr Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(5)	1/1/11	1/1/13	Blair,Marianne T	Secy 2 Competitive Comptroller	Secy Exempt Comptroller
(6)	12/31/10	12/1/12	Feller,E	Investment Officer Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(7)	1/1/11	1/1/13	Guilbeau,Gina	Secy 1 Competitive Comptroller	Secy Exempt Comptroller
(8)	12/31/10	12/1/12	Harper,Gary R	Cash Mgmt Anlst Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(9)	1/1/11	1/1/13	Kosky,Robert M	Prin Internl Aud lcm Competitive Comptroller	Dir Internl Aud Exempt Comptroller
(10)	1/1/11	1/1/13	Lontrato,Linda J	Secy 2 Competitive Comptroller	Secy Exempt Comptroller
(11)	12/31/10	12/1/12	Mclaughlin,Thomas E	Assoc Investmnt Offcr Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller

4. LEAVES OF ABSENCE

4.21 Request for Commission approval to the extension of the leaves of absence of the following persons pursuant to the Attendance Rules for the Classified Service:

	<u>Current Leave Ends</u>	<u>Extension Approved Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(12)	12/31/10	12/1/12	Murley,Stacey M	Assnt Investment Offr Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(13)	1/1/11	1/1/13	Pelton,Karen P	Secy 1 Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(14)	12/31/10	12/1/12	Phillips,Mary E	Assnt Investment Offr Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(15)	1/1/11	1/1/13	Richards,Deborah D	Assoc Atty Competitive Comptroller	Assnt Counsl Exempt Comptroller
(16)	12/31/10	12/1/12	Siary,Brian A	Info Tech Spec 2 Prog Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(17)	12/31/10	12/1/12	Sposato,Glen R	Jr Investment Officer Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(18)	1/1/11	1/1/13	Winston,Sharon	Keyboard Spec 1 Competitive Comptroller	Secy 2 Non-Competitive Comptroller
(19)	1/1/11	1/1/13	Wood,Gina M	Secy 2 Competitive Comptroller	Admnv Assnt Exempt Comptroller
(20)	12/1/10	12/1/12	Racette,Steven E	Corr Captain Competitive Cor Adirondack	Supt Corr Fac Non-Competitive Cor Elmira Cntr
(21)	12/1/10	12/1/12	Nash,Michael A	Corr Captain Competitive Cor Auburn	Deputy Supt Secrty S3 Non-Competitive Cor Willard DTC
(22)	12/12/10	12/1/12	Foster,Ronald S	Corr Captain Competitive Cor Bare Hill	Deputy Supt Secrty S2 Non-Competitive Cor Altona

4. LEAVES OF ABSENCE

4.21 Request for Commission approval to the extension of the leaves of absence of the following persons pursuant to the Attendance Rules for the Classified Service:

	<u>Current Leave Ends</u>	<u>Extension Approved Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(23)	12/4/10	12/1/12	Fiore,Fedele R	Supvg Corr Cnslr Competitive Cor Bedfrd Hills	Deputy Supt Progm S 3 Non-Competitive Cor Bedfrd Hills
(24)	12/1/10	12/1/12	Omeara,Elizabeth A	Inst Steward Competitive Cor Five Points	Deputy Supt Admnv S 3 Non-Competitive Cor Auburn
(25)	12/1/10	12/1/12	Andrews,Neville	Supvg Corr Cnslr Competitive Cor Shawangunk	Deputy Supt Progm S 3 Non-Competitive Cor Shawangunk
(26)	12/17/10	12/1/12	Earle,Lana I	Health Care Fn Pg M 2 Competitive Hlth Main Off	Spec Assnt Exempt Hlth Main Off
(27)	12/1/10	12/1/12	Furnari,Nicholas	Mgt Spec 1 Competitive Hlth Main Off	Supvg Spc Aud Invstr Competitive Med Fraud Cntrl
(28)	12/17/10	12/1/12	Iachetta,Michael J	Health Prog Admr 4 Competitive Hlth Main Off	Spec Assnt Exempt Hlth Main Off
(29)	12/2/10	12/1/12	Johnson,Geraldine S	Resch Scient 4 Non-Competitive Hlth Main Off	Co-Dir Public Health Info Unclassified Health Research, Inc.
(30)	12/1/10	12/1/12	Langguth,Karyn	Resch Scient 1 Non-Competitive Hlth Main Off	Health Program Admin Unclassified Health Research, Inc.
(31)	12/1/10	12/1/12	Sheppard,Fredric D	Critical Infstr An 2 Non-Competitive Homeland Scrty and Emerg Srvc	Homeland Sec Assoc Dir Non-Competitive Homeland Scrty and Emerg Srvc
(32)	12/31/10	12/1/12	Devine,Debra A	EnvirnI Analyst 2 Competitive Housng & Comm Ren	Spec Assnt Exempt Housng & Comm Ren
(33)	1/1/11	1/1/13	Mccartney,Brian P	Senr Attorney Competitive Housng & Comm Ren	Supvg Attorney Non-Competitive Housng & Comm Ren

4. LEAVES OF ABSENCE

4.21 Request for Commission approval to the extension of the leaves of absence of the following persons pursuant to the Attendance Rules for the Classified Service:

	<u>Current Leave Ends</u>	<u>Extension Approved Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(34)	12/8/10	12/1/12	Richards,Georgia	Rent Examiner 1 Competitive Housng & Comm Ren	Spec Assnt Exempt Housng & Comm Ren
(35)	12/31/10	12/1/12	Sullivan,Michael	Assoc Econst Competitive Housng & Comm Ren	Spec Assnt Exempt Housng & Comm Ren
(36)	1/1/11	1/1/13	Gonroff,Jennifer	Supvr Admnv Analysis Competitive Law	Investigator Exempt Law
(37)	12/11/10	12/1/12	Rodriguez,Andres E	Law Dept Invest 2 Competitive Law	Investigator Exempt Law
(38)	2/1/11	2/1/13	Segall,Steven A	Assoc Atty Competitive Law	Assnt Attorney Gen Exempt Law
(39)	1/1/11	1/1/13	Vives,Eileen M	Parole Offcr Competitive Parole	Senr Parole Offcr S S Non-Competitive Parole
(40)	2/1/11	2/1/13	Shapiro,Daniel E	Dir Div Corp&St Rcrds Competitive State	Exec Dpty Secy State Exempt State
(41)	2/1/11	2/1/13	Schwenzfeier,Eric F	Assoc Persnl Admr Competitive Tmp&Disabl Asst	Assnt Prg Mgr Exempt Tmp&Disabl Asst

4. STAFFING SERVICES/REINSTATEMENTS - APPROVED EFFECTIVE 12/15/10

4.22 Request(s) for Commission authorization for the reinstatement of the following person(s) pursuant to Section 5.4 of the Rules for the Classified Service:

	<u>Date Entered</u>	<u>Date Separated</u>	<u>Name</u>	<u>Title and Department</u>
(1)	09/26/2005	04/25/2009	Wilcox, Kathy	Vocational Rehab Counselor Education
(2)	05/24/1993	08/28/2003	Dwyer, Elizabeth	Secretary 2 Labor
(3)	02/02/1988	06/20/2005	Torres, Bennie	Assistant Business Officer OMH- Manhattan Psychiatric Center

5. TESTING SERVICES / COMMITTEE ON APPEALS

A. FINAL APPROVAL OF RATING KEYS WITHOUT OBJECTIONS OR CHANGES – APPROVED

	<u>BOOKLET NO.</u>	<u>ITEM NOS.</u>	<u>EXAMINATION OR SERIES</u>	<u>DATE HELD</u>	<u>TYPE</u>
1.	443D	31-45	Child Support	10/16/10	OC/PROM
2.	445D	61-90	Employment and Training	10/16/10	OC/PROM

B. FINAL APPROVAL OF RATING KEYS WITH OBJECTIONS OR CHANGES – APPROVED

	<u>BOOKLET</u>	<u>ITEM NOS.</u>	<u>EXAM. OR SERIES</u>	<u>DATE HELD</u>	<u>TYPE</u>
1.	420-D	105-115	Hydrogeologist/Hydrographer Series	9/25/10	OC/Prom/Pre-rating
2.	428-D	16-30	Public Health Sanitarian	9/25/10	OC/Prom
3.	432-D	31-45	Senior Clerical/Special Operations Series	9/25/10	OC/Prom
4.	425-D	1-15	Tax Compliance Series	9/25/10	Prom
5.	425-D	106-120	Tax Compliance Series	9/25/10	Prom
	421-D	31-45	Compliance Coordinator Series	9/25/10	Prom
	428-D	121-135	Public Health Sanitarian	9/25/10	OC
6.	426-D	1-15	Tax Compliance Series	9/25/10	Prom
7.	432-D	16-30	Senior Clerical/Special Operations Series	9/25/10	OC/Prom
8.	414-D	1-10	Engineering Geologist	9/25/10	OC/Prom
	415-D	46-60	“ “	“	“ “
	416-D	1-15	“ “	“	“ “
	“	46-55			
9.	432-D	16-30	Senior Clerical/Special Operations Series	9/25/10	OC/Prom
10.	444-D	1-60	Laboratory Animal Caretakers	10/16/10	OC/Prom
11.	414-D	1-10	Engineering Geologist	9/25/10	OC/Prom
	415-D	46-60	“ “	“	“ “
	416-D	1-15	“ “	“	“ “
	“	46-55	“ “	“	“ “

12.	447-D	16-30	Human Rights Series	10/16/10	OC/Prom
13.	442-D	16-30 61-75	Child Support	10/16/10	OC/Prom
14.	425-D	16-75	Tax Compliance	9/25/10	Prom
15.	442-D	31-45	Child Support Series	10/16/10	OC/Prom
16.	447-D 448-D	46-60 1-15	Human Rights Series " " "	10/16/10 "	OC/Prom/Trans " " "
17.	448-D	16-30	Human Rights	10/16/10	Prom
18.	445-D 445-D	16-30 31-45	Employment & Training Employment & Training	10/16/10 10/16/10	OC OC/Prom
19.	447-D	31-45	Human Rights	10/16/10	OC/Transition
20.	492-C " 493-C "	1-15 46-105 1-30 46-100	State Info Tech Specialist " " " " " " " " " " " "	6/12/10 " " "	OC/Prom " " " " " "

5. TESTING SERVICES / PRIOR APPROVALS – APPROVED

	<u>Booklet or Subtest</u>	<u>Subject</u>
5.62	121-46	Name and Number Checking
5.63	121-47	Name and Number Checking
5.64	418-M	Memory story
	418-E0	Memory for facts and information
	418-E1	Preparing written material
	418-E2	Reading, understanding and interpreting written material
	418-E3/E4	Applying written information (rules, regulations, policies, procedures, directives, etc.) in police settings
	418-E5	Wilderness management and outdoor recreation, tree and plant identification, map interpretation and surveying
	418-E6	Natural resources ecology including conservation of soil, water, air and natural resources
5.65	600-B	Education and interacting with public Preparing written material Administrative supervision
5.66	601-B 602-B	Fire Administration Job Simulation Exercise Fire Emergency Job Simulation Exercise
5.67	Blast/Crane – Pyro Cert - fwks	Pyrotechnicians' Certificate of Competence – Fireworks Display
5.68	Blast/Crane – PT Cert -both	Pyrotechnicians' Certificate of Competence – Fireworks and Proximate Audiences
5.69	Forest Ranger Wild Mgt	Wilderness management & outdoor recreation, tree and plant identification, map interpretation & surveying

6. MERIT AWARDS

Report on Merit Awards.

MEMORANDUM

TO: Civil Service Commission
FROM: Mary Ann Valikonis
SUBJECT: Merit Awards for Employee Suggestions
DATE: November 22, 2010

Attached is a summary of employee suggestions for which merit awards have been recommended by the Suggestion Committees of the operating agencies involved. The agency recommendations have been reviewed by the Employee Suggestion Program for the Commission's consideration.

If the awards are approved as recommended, the cash award granted will amount to \$125.00, of which all \$125.00 will be paid by the Department of Civil Service.

Attachments

<u>SUGGESTION # AND AUTHOR</u>	<u>TITLE AND DEPARTMENT</u>	<u>SUMMARY OF SUGGESTION</u>	<u>RECOMMENDED AWARD</u>
<p>6.24 161627 Sandra Bishop</p> <p>APPROVED</p>	<p>Secretary 2 SG-15</p> <p>NYS Workers' Compensation Board (WCB)</p>	<p>Ms. Bishop proposed that the Workers' Compensation Board (WCB) direct other State agencies (including the Board) to access NYS government employees' claimant information on-line instead of using metered mail. This suggestion addressed the fact that in FY 08-09 161,230 NYS government employees' claims were processed, resulting in \$53,206 spent on metered postage. The suggestion was partially implemented by making this change for WCB employees only, resulting in a savings of \$205.92 per year. The suggestion was not implemented for other State agencies because the WCB "download of claims notices" system will not accommodate this change, and the benefits to changing the system do not at this time outweigh the technical costs to do so. The suggestion committee recommends a certificate of merit with the minimum tangible cash award of \$25.00. This suggestion was not job-related. It was implemented on 10/28/09.</p>	<p>\$25.00 cash award and a Certificate of Merit.</p> <p>The \$25.00 cash award will be paid in total by the Department of Civil Service.</p>
<p>6.25 182147 Richard Lasky</p> <p>APPROVED</p>	<p>Taxpayer Services Specialist SG-14</p> <p>NYS Department of Taxation and Finance (DTF)</p>	<p>Mr. Lasky proposed that the instructions sent via pre-programmed paragraphs (text) with tax bills be adjusted to include reference to the timely e-filing of returns. This suggestion addresses the fact that the text currently sent with tax bills only references the actions required when submitting payment through the mail, even though most returns are now e-filed. The agency suggestion committee determined that the current wording of the text is insufficient, and that the suggestion would address this deficiency.</p> <p>This suggestion was implemented on 11/1/10. The recommended intangible award of \$100.00 reflects the suggestion's extended application (two bureaus and the Audit division) and moderate value. The suggestion is unrelated to Mr. Lasky's job duties or responsibilities.</p>	<p>\$100.00 Cash Award and a Certificate of Merit.</p> <p>The \$100.00 cash award will be paid in total by the Department of Civil Service.</p>

7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 12/15/10

The following positions are in the exempt class pursuant to previous jurisdictional classification decisions of the State Civil Service Commission. Pursuant to Section 41(2) of the Civil Service Law, such positions must be reviewed by the Commission before they may be refilled on a permanent basis. Accordingly, all positions identified below have been reviewed by the Division of Classification and Compensation and/or the Office of Civil Service Commission Operations. In each case, it is recommended that the approval to refill on a permanent basis be granted, as the original basis for exempt classification continues.

<u>Agency</u>	<u>Code</u>	<u>Item Nos.</u>	<u>Title</u>
Alcoholic Beverage Control	01030	12201	Deputy Commissioner
Children and Family Services	25000	00201	Counsel
Comptroller	02000	03702 06954	Assistant Deputy Comptroller Special Investment Officer
Environmental Conservation	09000	00111	Deputy Commissioner
Executive Chamber	01000	00502 00603 01300 01600	Assistant Secretary to the Governor Deputy Secretary to the Governor Director, Office of Counselor and Communications Director of Criminal Justice
Higher Education	11100	00100	Vice President HESC
Insurance Department	13000	00601	Deputy Superintendent
Labor Management	21220	00508 00622 00701	Confidential Stenographer Employee Relations Assistant Employee Program Associate
Law	03000	06441 06849	Investigator Confidential Clerk
Lieutenant Governor	01040	02010	Executive Director
Public Service	16000	00250	Assistant Counsel
Temporary & Disability Assistance	27000	35600	Deputy Commissioner

8. SECTIONS 55-B and C – APPROVED EFFECTIVE 12/15/10

In accordance with Civil Service Law section 55-b, the Commission may “determine up to twelve hundred positions with duties such as can be performed by persons with a physical or mental disability who are found otherwise qualified to perform satisfactorily the duties of any such position.” An additional five hundred such positions may be reserved for veterans with disabilities under section 55-c. The following agencies have made application for participation in this program for the positions listed:

<u>Agency</u>	<u>Position</u>	<u>Item No.</u>
Alcoholic Beverage Control	Licensing Services Clerk 1	20402
Health Department	Health Program Administrator 1	51471
Insurance Department	Clerk 1	05937
	Clerk 1	06457
	Keyboard Specialist 1	06440
	Senior Personnel Administrator	02410
Mental Health	Clerk 1	93008
People w/ Developmental Disabilities	Clerk 1	12281
Public Service	Keyboard Specialist 1	00918
SUNY Buffalo	Keyboard Specialist 1	34763
SUNY Canton	Calculations Clerk 1	00140
Thruway Authority	Mail & Supply Clerk 1	00231

Section 55-b – 11 positions

Section 55-c – 1 position

10. NEW BUSINESS

FOR COMMISSION CONSIDERATION. Draft of 55-b/c Guidelines and Procedures to replace SPMM.

Accepted - Will be reviewed by full Commission periodically, but not less than five years.

NYS CIVIL SERVICE COMMISSION
CALENDAR INDEX

DECEMBER 2010

<u>CODE</u>	<u>SUBJECT</u>	<u>PAGES</u>
1	Municipal Service	1 (A-G)
2	Pension Waivers for Retirees - Sec 211 NYSRSSL	
	Local Government	2 (A)
	State Government	2 (B)
	Other Entities	
2-a	Extensions in Service Over Age Seventy	
3	Executive	3 (A-D)
4	Staffing Services	
	Backdates	
	Leaves of Absence	4 (D)
	Reinstatements	4 (E)
5	Testing Services	
	Committee on Appeals	5 (F)
	Prior Approvals	5 (G)
6	Merit Awards	
	Employee Suggestions	6 (H)
	Agency Committee Nominations	
7	Vacant Exempt Class Positions	7 (I)
8	Section 55 b/c	8 (J)
9	Investigations	
10	New Business	10 (K)



NEW YORK STATE CIVIL SERVICE COMMISSION

**INTEROFFICE
MEMORANDUM**

TO: Commissioner Groenwegen
FROM: Jennifer Paul
SUBJECT: December 2010 Commission Meeting
DATE: December 8, 2010

We have arranged the following schedule for the December Commission meeting:

Wednesday, December 15

10:00 a.m. - At New York Network

Calendar Pages 1, 2, 3, 4, 5, 6, 7, 8 and 10

cc: Comr. Ahl
Comr. Hanrahan
Judith Ratner

Nancy Kiyonaga
Al Jordan
Shirley LaPlante

David Ernst
Anthony Rotundo