

**STATE OF NEW YORK**  
**CIVIL SERVICE COMMISSION**  
**ALBANY, NEW YORK**

**December 14, 2011**

**1. MUNICIPAL SERVICE**

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

**The State Commission disapproved the request to place the Chief Information Officer/Director of Information Technology in the North Colonie Central School District in the non-competitive class (designated policy influencing/confidential) based on the practicability of competitive examination and the lack of compelling evidence.**

- 1.86 (B) CHEMUNG COUNTY/CITY OF ELMIRA REGIONAL CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Appendices of the Chemung/Elmira Civil Service Rules.

**Approved**

- 1.87 (C) SUFFOLK COUNTY PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Appendices of the Suffolk County Civil Service Rules.

**Approved with the following exceptions:**

***In the Suffolk County Ethics Commission* – The State Commission disapproved the request to place the Director of the Suffolk County Ethics Commission in the non-competitive class (designated policy influencing/confidential) based on the lack of compelling justification and the fact that there is presently a position approved for removal from the competitive class based on the same justification presented. The State Commission indicated that it would be receptive to removal of the Director from the competitive class if the Secretary position was removed from the Appendices.**

***In the Suffolk County Community College* – The State Commission disapproved the request to place the College Director of Payroll in the non-competitive class (designated policy influencing/confidential) based on the clear practicability of competitive examination, lack of compelling justification, and the potential promotion field available to fill the position.**

- 1.88 (D) CITY OF LONG BEACH CIVIL SERVICE COMMISSION. Follow-up on the Merit System Program Component Report for the City of Long Beach Civil Service Commission.

**The State Commission concluded that six additional required actions have been addressed, bringing the total of fully resolved required actions to eleven, and commended the City Commission on the progress made to date.**

**The State Commission directed that a seventh follow-up report be submitted no later than January 16, 2012. The State Commission also acknowledged that staff cannot ascertain the progress made in certain areas, including the updating of records and payroll certification, without an onsite visit. It was also noted that a new administration would be installed January 1, 2012. Therefore, the State Commission directed that staff conduct an onsite review in early 2012 following the transition in order to review the City Commission's records and meet with members of the new administration.**

- 1.89 (E) 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 commended the City Commission on the progress made to date and concluded that while progress has been made, none of the eight remaining recommendations have been fully resolved. The State Commission also expressed their concern about the City Commission allowing the passage of time to address select recommendations; such inaction contradicts the spirit and intent of Civil Service Law and Rules.**

**The State Commission directed that an eighth follow-up report be submitted no later than January 16, 2012. The State Commission also acknowledged that staff cannot ascertain the progress made in certain areas, including the updating of records and payroll certification, without an onsite visit. It was also noted that a new administration would be installed January 1, 2012. Therefore, the State Commission directed that staff conduct an onsite review in early 2012 following the transition in order to review the City Commission's records and meet with members of the new administration.**

- 1.90 (F) CITY OF RENSSELAER CIVIL SERVICE COMMISSION. Status on the Field Visit Report for the City of Rensselaer Civil Service Commission.

**The State Commission accepted the staff report which indicated that a date for a field visit to the City Commission offices has been set. At that time, staff will assist the City Commission in identifying specific issues which need to be addressed in order to come into compliance with the Civil Service Law and local rules. The State Commission directed staff to report findings at the January 2012 meeting and recommend a deadline for the City Commission's next follow-up report.**

1.91 (G) NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES.  
Request for Commission approval of the resolution amending the Appendices of  
the Personnel Rules and Regulations of the City of New York.

**The State Commission approved non-competitive (policy influencing/confidential)  
jurisdictional classification of the title Associate Commissioner (DEP) in the New York  
City Department of Environmental Protection.**

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:							
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	<a href="#">Burke, John F.</a>	18.00	Albany County - Sheriff's Department Drug Interdiction Unit Coordinator NonComp nonPolicy	01/01/2012 12/31/2013	\$87,704	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
2.	<a href="#">Murphy Jr., James A.</a>	14.00	Erie County - District Attorney's Office Confidential Criminal Investigator NonComp nonPolicy	09/04/2011 09/03/2013	\$53,543	Yes	Approved
The State Commission approved the request for the period of 09/04/11-09/03/13.							
3.	<a href="#">Comerford, Kevin J.</a>	3.00	Erie County - Medical Center Corp. Director of Safety & Security Management Competitive	06/01/2011 05/31/2013	\$90,000	Yes	Retroactive Approval
The State Commission approved the request for the retroactive period of 06/01/11-12/31/11. If approval is sought beyond 12/31/11 the entire eligible list must be re-canvassed so a determination may be made if there are any qualified non-retirees available for appointment.							
4.	<a href="#">Schultz, Gary J.</a>	5.50	Monroe County - District Attorney's Office Violent Felony Offense Investigator NonComp Policy	11/01/2011 10/31/2013	\$55,584	Yes	Approved
The State Commission approved the request for the period of 11/01/11-10/31/13.							
5.	<a href="#">Barto, Donald J.</a>	4.00	Nassau County - Seaford Union Free SD Supervising Security Aide (Part-time) NonComp nonPolicy	01/01/2012 12/31/2013	\$50,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							

6.	<a href="#">Ferrucci, Richard</a>	4.00	Oneida County - District Attorney's Office Senior Confidential Investigator NonComp nonPolicy	06/26/2011 06/25/2013	\$44,605	Yes	Retroactive Approval
The State Commission approved the request for the retroactive and limited period of 06/26/11-12/31/11 and disapproved the request thereafter. The appointing authority failed to demonstrate that there were "not readily available for recruitment other qualified persons."							
7.	<a href="#">Rathbun, Mark J.</a>	4.50	Onondaga County - District Attorney's Office Confidential District Attorney Investigator I Competitive	10/01/2011 09/30/2013	\$45,287	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-09/30/12. Approval through 09/30/12 was granted with the stipulation that an examination be conducted by the Onondaga County Department of Personnel to determine if there are any qualified non-retirees available for appointment.							
8.	<a href="#">Renaud, Joanne</a>	8.50	Onondaga County - District Attorney's Office Confidential District Attorney Investigator I Competitive	10/01/2011 09/30/2013	\$46,977	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-09/30/12. Approval through 09/30/12 was granted with the stipulation that an examination be conducted by the Onondaga County Department of Personnel to determine if there are any qualified non-retirees available for appointment.							
9.	<a href="#">Jones, Kenneth T.</a>	9.00	Orange County - Sheriff's Office Undersheriff Exempt	01/01/2012 12/31/2013	\$97,754	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
10.	<a href="#">Hyde, Arthur M.</a>	6.00	Rensselaer County - District Attorney's Office Special Investigator (Confidential) Competitive	10/02/2006 12/31/2008	\$68,462	Yes	Retroactive Approval
The State Commission approved the request for the retroactive period of 10/02/06-12/31/08.							
11.	<a href="#">Drake, Albert J.</a>	0.00	Rockland County - District Attorney's Office Assistant Director, Narcotics Task Force NonComp Policy	01/01/2012 12/31/2013	\$88,072	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
12.	<a href="#">Caroleo, Paul</a>	8.75	Suffolk County - District Attorney's Office Assistant Special Investigator Exempt	10/31/2011 10/30/2013	\$100,302	Yes	Approved
The State Commission approved the request for the period of 10/31/11-10/30/13.							

13.	<a href="#">Schaefer, Robert J.</a>	4.00	Suffolk County Legislature Legislative Aide II Unclass	01/12/2012 01/11/2014	\$80,000	Yes	Approved
The State Commission approved the request for the period of 01/12/12-01/11/14.							
14.	<a href="#">LaFranco, Marion J.</a>	4.00	Westchester Co.-Town of North Salem Confidential Secretary to Supervisor Exempt	01/01/2012 12/31/2013	\$50,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
15.	<a href="#">Noonan, John J.</a>	6.00	Westchester County - District Attorney's Office Deputy Chief Criminal Investigator Exempt	02/21/2012 02/20/2014	\$138,535	Yes	Limited Approval
The State Commission approved the request for the limited period of 02/21/12-12/31/13. Approval beyond 12/31/13 is not necessary as Mr. Noonan will turn age 65 in 2014.							
16.	<a href="#">Bellew, Martin J.</a>	6.00	Yonkers, City of Deputy Commissioner of Public Works Exempt	01/01/2012 12/31/2013	\$148,777	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
17.	<a href="#">Fleming, John J.</a>	5.50	Yonkers, City of Executive Assistant to Mayor Exempt	01/01/2012 12/31/2013	\$99,500	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							

<b>2.</b>	<b>PENSION WAIVERS FOR RETIREES / LOCAL</b>						<b>ACTION AS INDICATED</b>
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:							
<b>STATUTORY CRITERIA POST-OCTOBER 7, 2008</b>							
	<b>Name</b>	<b>Years in Position Under §211</b>	<b>Department, Title, Juris Class</b>	<b>Requested Period of Employment</b>	<b>Annual Salary</b>	<b>Recruit-ment?</b>	<b>Action</b>
1.	<a href="#">Nichols, William M.</a>	0.00	Cattaraugus County - Sheriff's Office Undersheriff Exempt	01/01/2012 12/31/2013	\$75,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/12-12/31/12. Approval beyond 12/31/12 is not necessary as Mr. Nichols will turn age 65 in 2013.							

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:							
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	<a href="#">Carter, Luis A.</a>	9.25	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$89,115	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
2.	<a href="#">D'Alessandro, Leonard V.</a>	6.00	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$70,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
3.	<a href="#">Guiry, Dennis W.</a>	3.25	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$55,445	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
4.	<a href="#">Hawkins, Charles W.</a>	5.25	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$57,662	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
5.	<a href="#">Kaczor, Thaddeus S.</a>	6.00	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$87,858	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
6.	<a href="#">MacConaghy, John I.</a>	6.00	Attorney General's Office Investigator Exempt	12/14/2011 12/13/2013	\$63,572	Yes	Approved
The State Commission approved the request for the period of 12/14/11-12/13/13.							
7.	<a href="#">McNally, Michael</a>	8.00	Attorney General's Office Investigator Exempt	01/04/2012 01/03/2014	\$66,365	Yes	Approved
The State Commission approved the request for the period of 01/04/12-01/03/14.							

8.	<a href="#">Rojas, Elsa</a>	7.25	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$61,706	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
9.	<a href="#">Ruiz, Jose</a>	0.00	Attorney General's Office Investigator Exempt	12/14/2011 12/13/2013	\$61,113	Yes	Approved
The State Commission approved the request for the period of 12/14/11-12/13/13.							
10.	<a href="#">Sullivan, John M.</a>	5.25	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$57,662	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
11.	<a href="#">Giammaresi, James P.</a>	1.00	Criminal Justice Services, Division of (DCJS) Crime Analysis Center Director Exempt	12/17/2011 12/16/2013	\$113,644	Yes	Approved
The State Commission approved the request for the period of 12/17/11-12/16/13.							
12.	<a href="#">Hickey, Timothy C.</a>	1.00	Criminal Justice Services, Division of (DCJS) Crime Analysis Center Director Exempt	01/01/2012 12/31/2013	\$113,644	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
13.	<a href="#">Perez, Melvin A.</a>	3.25	Criminal Justice Services, Division of (DCJS) Special Assistant Exempt	12/31/2011 12/30/2013	\$110,000	Yes	Approved
The State Commission approved the request for the period of 12/31/11-12/30/13.							
14.	<a href="#">Benitez, Fernando</a>	2.00	Financial Services, Department of Insurance Frauds Investigator 2 NonComp nonPolicy	01/01/2012 12/31/2013	\$71,725	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
15.	<a href="#">Bryant, Kevin C.</a>	3.50	Financial Services, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2012 12/31/2013	\$57,502	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/12-06/30/12. If approval is sought beyond 06/30/12, the Department of Financial Services must advise the Office of Commission Operations & Municipal Assistance of the status of the budget waivers.							

16.	<a href="#">Cardenales, Evelyn</a>	3.50	Financial Services, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2012 12/31/2013	\$53,909	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/12-06/30/12. If approval is sought beyond 06/30/12, the Department of Financial Services must advise the Office of Commission Operations & Municipal Assistance of the status of the budget waivers.							
17.	<a href="#">Cruz, Erik L.</a>	3.50	Financial Services, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2012 12/31/2013	\$57,502	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/12-06/30/12. If approval is sought beyond 06/30/12, the Department of Financial Services must advise the Office of Commission Operations & Municipal Assistance of the status of the budget waivers.							
18.	<a href="#">Gonzalez Jr., Anthony</a>	6.25	Financial Services, Department of Insurance Frauds Investigator 3 NonComp nonPolicy	01/01/2012 12/31/2013	\$83,954	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
19.	<a href="#">Hurley Jr., Thomas F.</a>	4.50	Financial Services, Department of Insurance Frauds Investigator 2 NonComp nonPolicy	01/01/2012 12/31/2013	\$71,725	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
20.	<a href="#">McQuade, Ross E.</a>	6.25	Financial Services, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2012 12/31/2013	\$61,763	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
21.	<a href="#">Saggese, Gordon A.</a>	5.75	Financial Services, Department of Insurance Frauds Investigator 1 NonComp nonPolicy	01/01/2012 12/31/2013	\$61,763	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
22.	<a href="#">Dillon, Richard</a>	2.25	Inspector General's Office Manager of Training/Investigator Exempt	01/01/2012 12/31/2013	\$123,515	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							

23.	<a href="#">Tirone, Charles D.</a>	2.00	Inspector General's Office Investigator Exempt	01/01/2012 12/31/2013	\$56,607	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/01/12-12/31/12. Approval beyond 12/31/12 is not necessary as Mr. Tirone will turn age 65 in 2013.							

<b>2.</b>	<b>PENSION WAIVERS FOR RETIREES / STATE</b>						<b>ACTION AS INDICATED</b>
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:							
<b>STATUTORY CRITERIA POST-OCTOBER 7, 2008</b>							
	<b>Name</b>	<b>Years in Position Under §211</b>	<b>Department, Title, Juris Class</b>	<b>Requested Period of Employment</b>	<b>Annual Salary</b>	<b>Recruit-ment?</b>	<b>Action</b>
1.	<a href="#">Buske, David E.</a>	0.00	Attorney General's Office Investigator Exempt	01/05/2012 01/04/2014	\$55,445	Yes	Approved
The State Commission approved the request for the period of 01/05/12-01/04/14.							

2. PENSION WAIVERS FOR RETIREES / OTHER		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:							
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	<a href="#">Sweeney, Michael C.</a>	9.00	MTA - Inspector General's Office Chief Investigator Exempt	01/01/2012 12/31/2013	\$131,619	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
2.	<a href="#">Maloney, Daniel P.</a>	9.50	Western Regional Off Track Betting Corp. Director of Security Unclass	01/01/2012 06/30/2012	\$62,837	Yes	Approved
The State Commission approved the request for the period of 01/01/12-06/30/12.							

**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**

- 3.70 (A) OFFICE OF MENTAL HEALTH. Request for Commission approval of non-competitive classification of the position of Director Mental Health Field Office 1.  
(Control No. 11-024)

**APPROVED (phi - policy)  
(Reclassified from Deputy Director Psychiatric Center 2--non-competitive)**

- 3.71 (B) OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE. Request for Commission approval of exempt classification of the position of Chief Information Officer. (Control No. 11-027)

**APPROVED**

- 3.72 (C) COMMISSION ON QUALITY OF CARE AND ADVOCACY FOR PERSONS WITH DISABILITIES. Request for Commission approval of exempt classification of eight positions of Client Advocate (CQC).

**APPROVED**

- 3.73 (D) OFFICE OF CHILDREN AND FAMILY SERVICES. Request for Commission approval of continued exempt classification of the position of Associate Commissioner and removal of the Commission earmark.

**APPROVED**

- 3.74 (E) DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES. Request for Commission approval of exempt classification of an additional position of Secretary.  
(Control No. 11-031)

**APPROVED - Increased from 1 to 2 in Appendices**

- 3.75 (F) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held November 16, 2011.

**APPROVED**

**LEAVES OF ABSENCE – APPROVED AS INDICATED**

**PLEASE NOTE: LEAVES WERE APPROVED FOR A LIMITED PERIOD OF 6 MONTHS FROM THE CURRENT LEAVE END DATE WITH THE EXCEPTION OF NUMBER 26 WHICH WAS APPROVED FROM 2/10/11 THROUGH 2/1/12 IN ORDER TO COVER THE RETROACTIVITY.**

**IN ORDER TO EXTEND LEAVES BEYOND THAT 6 MONTH PERIOD, A NEW REQUEST MUST BE SUBMITTED TO THE CIVIL SERVICE COMMISSION.**

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)	1/1/12	7/1/12	Aulbach,Brenda C	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(2)	1/7/12	7/1/12	Barber,Kerri	Ch & Fam Svs Spec 1 Competitive Child&Fam Svcs	Youth L A Prgm Spec 2 Non-Competitive Child&Fam Svcs
(3)	1/1/12	7/1/12	Carter,Ramona A	Ch & Fam Svs Spec 1 Competitive Child&Fam Svcs	Child Abuse Spec 1 Non-Competitive Child&Fam Svcs
(4)	1/1/12	7/1/12	Fitts,Valerie V	Youth Counselor 1 Competitive Child&Fam Svcs	Youth Facility Dir 1 Non-Competitive Child&Fam Svcs
(5)	1/1/12	7/1/12	Gathen,Susan	Ch & Fam Svs Spec 1 Competitive Child&Fam Svcs	Child Abuse Spec 2 Non-Competitive Child&Fam Svcs
(6)	2/1/12	8/1/12	Gravett,Lawrence D	Child Abuse Spec 1 Non-Competitive Child&Fam Svcs	Chf Invstgns Exempt Child&Fam Svcs
(7)	1/1/12	7/1/12	Hayes,Mattie B	Youth Counselor 1 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 1 Non-Competitive Child&Fam Svcs
(8)	2/1/12	8/1/12	Lohr,Michael R	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(9)	1/1/12	7/1/12	Monteiro,John A	Dir Humn Resrc Mgt 4 Competitive Child&Fam Svcs	Deputy Commr Exempt OPWDD Main Office
(10)	1/1/12	7/1/12	Mullen,Joseph E	Motor Veh Oper	Senr Chauffeur

				Non-Competitive Child&Fam Svcs	Non-Competitive Child&Fam Svcs
(11)	1/1/12	7/1/12	Murphy,Thomas	Youth Div Aide 3 Non-Competitive Child&Fam Svcs	Voc Specialist 1 Competitive Child&Fam Svcs
(12)	1/1/12	7/1/12	Nieves,Ines M	Ch & Fam Svs Spec 2 Competitive Child&Fam Svcs	Assoc Commr Exempt Child&Fam Svcs
(13)	2/1/12	8/1/12	Silver,Randy E	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Facility Dir 3 Non-Competitive Child&Fam Svcs
(14)	1/1/12	7/1/12	Smalls,Brenda L	Adoption Spec Competitive Child&Fam Svcs	Assnt Dpty Dir Exempt Child&Fam Svcs
(15)	1/1/12	7/1/12	Tryon,Ellen B	Senr Utilztn Rev Nrse Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(16)	1/1/12	7/1/12	Wright,Nanette M	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(17)	2/1/12	8/1/12	Wynn,Leroy A	Youth Counselor 1 Non-Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(18)	1/1/12	7/1/12	Dubois,Robert W	Dir Employee Insur Pg Competitive Civil Service	Dir Employee Benefits Non-Competitive Civil Service
(19)	1/1/12	7/1/12	Light,Mary C	Admnv Assnt Tr 1 Competitive Civil Service	Spec Assnt Exempt Civil Service
(20)	1/1/12	7/1/12	Light,Mary C	Secy 2 Competitive Civil Service	Spec Assnt Exempt Civil Service
(21)	1/1/12	7/1/12	Taylor,Deirdre A	Testing Svs Prgm Mgr Competitive Civil Service	Deputy Commr Exempt Civil Service
(22)	1/1/12	7/1/12	Evans,Judy Ann	Agency Prgm Aide Competitive Cncl on the Arts	Arts Program Assnt Non-Competitive Cncl on the Arts

(23)	1/1/12	7/1/12	White,Megan G	Arts Prg Dir Non-Competitive Cncl on the Arts	Deputy Dir Exempt Cncl on the Arts
(24)	1/21/12	7/1/12	Morrissey,Joseph N	Assnt Dir Ident Ops Competitive Crim Just Srvc	Dir Ident Opertns Non-Competitive Crim Just Srvc
(25)	7/1/11	1/1/12	Hammond,Marie B	Supvg Corr Cnslr Competitive DOCCS Bedfrd Hills	Deputy Supt Progm S 3 Non-Competitive DOCCS Greene
(26)	2/10/11	2/1/12	Mclaughlin,John D	Educ Supvr Vocational Competitive DOCCS Cape Vincen	Deputy Supt Progm S 3 Non-Competitive DOCCS Cape Vincen
(27)	12/1/11	6/1/12	Clark,Bryan A	Corr Captain Competitive DOCCS Collins	Deputy Supt Secrty S3 Non-Competitive DOCCS Lakeview
(28)	12/1/11	6/1/12	Claudio,Steven A	Supvg Parole Offcr Competitive DOCCS Community Supervision	Regnl Dir Parole Oper Non-Competitive DOCCS Community Supervision
(29)	12/1/11	6/1/12	Manthei,Mark P	Supvg Parole Offcr Competitive DOCCS Community Supervision	Assnt Commr Exempt DOCCS Community Supervision
(30)	11/1/11	5/1/12	Miller,Seiveright W	Parole Revocn Spec 1 Competitive DOCCS Community Supervision	Assnt Parole Svs Prgm Spec Non-Competitive DOCCS Community Supervision
(31)	12/1/11	6/1/12	Obrien,Timothy D	Senr Parole Offcr Competitive DOCCS Community Supervision	Supvg Reg Dir Non-Competitive DOCCS Community Supervision
(32)	12/1/11	6/1/12	Mcdaniel,Jack E	Recreation Prgm Ldr 2 Competitive DOCCS Cor Marcy	Deputy Supt Progm S 3 Non-Competitive DOCCS Mohawk
(33)	12/1/11	6/1/12	Cronin,Shawn M	Supvg Corr Cnslr Competitive DOCCS Coxsackie	Deputy Supt Progm S 3 Non-Competitive DOCCS Groveland
(34)	12/1/11	6/1/12	Miller,Christopher L	Corr Captain Competitive DOCCS Coxsackie	Deputy Supt Secrty S3 Non-Competitive DOCCS Coxsackie

(35)	12/1/11	6/1/12	Nicolato,Jerome	Supvg Corr Cnslr Competitive DOCCS Downstate	Supt Corr Fac Non-Competitive DOCCS Ulster
(36)	12/1/11	6/1/12	Thompson,James P	Supvg Corr Cnslr Competitive DOCCS Elmira Cntr	Deputy Supt Progm S 3 Non-Competitive DOCCS Collins
(37)	12/1/11	6/1/12	Colvin,John C	Corr Captain Competitive DOCCS Five Points	Deputy Supt Secrty S3 Non-Competitive DOCCS Five Points
(38)	12/1/11	6/1/12	Kelly,Charles F	Corr Captain Competitive DOCCS Great Meadw	Deputy Supt Secrty S3 Non-Competitive DOCCS Great Meadw
(39)	12/1/11	6/1/12	Griffin,Thomas R	Corr Captain Competitive DOCCS Green Haven	Supt Corr Fac Non-Competitive DOCCS Southport
(40)	12/1/11	6/1/12	Gasiewicz,Susan M	Inst Steward Competitive DOCCS Lakeview	Deputy Supt Admnv S 3 Non-Competitive DOCCS Collins
(41)	12/1/11	6/1/12	Martuscello,Chris M	Senr Corrl Sv Emp Inv Competitive DOCCS Main Office	Investigator Exempt DOCCS Main Office
(42)	12/1/11	6/1/12	Reardon,Patrick D	Supvr Corrl H Svs P A Competitive DOCCS Main Office	Deputy Supt Admnv S 3 Non-Competitive DOCCS Cor Marcy
(43)	12/1/11	6/1/12	Zwillinger,Lawrence	Corrl Regnl Hlth Sv A Competitive DOCCS Main Office	Deputy Supt Admnv S 3 Non-Competitive DOCCS Bedfrd Hills
(44)	12/17/11	6/1/12	Caldwell,Ward B	Corr Captain Competitive DOCCS Ogdensburg	Deputy Supt Secrty S3 Non-Competitive DOCCS Arthur Kill
(45)	12/17/11	6/1/12	Giglio,Dennis	Corr Captain Competitive DOCCS Shawangunk	Deputy Supt Secrty S3 Non-Competitive DOCCS Sullivan
(46)	12/1/11	6/1/12	Lapolt,Karen A	Educ Supvr General Competitive DOCCS Washington	Deputy Supt Progm S 3 Non-Competitive DOCCS Great Meadw
(47)	12/1/11	6/1/12	Tracz,Timothy R	Supvg Corr Cnslr Competitive DOCCS Wende	Deputy Supt Progm S 3 Non-Competitive DOCCS Orleans

(48)	1/1/12	7/1/12	Steinbach,Judith E	Secy 1 Competitive Employ Relatns	Conf Stenographer Exempt Employ Relatns
(49)	11/28/11	5/1/12	Allen,Sandra L	Senr Attorney Competitive En Con	Out of State Service
(50)	12/1/11	6/1/12	Crisafulli,Scott	Senr Attorney Competitive En Con	Assnt Counsl Exempt En Con
(51)	12/1/11	6/1/12	Crocker,Alison H	Assoc Atty Competitive En Con	Deputy Consl Exempt En Con
(52)	12/1/11	6/1/12	Kranick,Lisa M	Secy 1 Competitive En Con	Secy 2 Non-Competitive En Con
(53)	12/1/11	6/1/12	Melisi,Maryann	Secy 1 Competitive En Con	Secy 2 Non-Competitive En Con
(54)	12/1/11	6/1/12	Ostrov,Richard	Senr Attorney Competitive En Con	Assoc Counsel Non-Competitive En Con
(55)	12/1/11	6/1/12	Ricci,Sharon A	Secy 1 Competitive En Con	Secy Exempt En Con
(56)	12/1/11	6/1/12	Shaw,David	Assnt Envirnl P Dir Competitive En Con	Envirnl Pgm Dir Non-Competitive En Con
(57)	12/1/11	6/1/12	Sherwin,Dawn	Secy 1 Competitive En Con	Secy 2 Non-Competitive En Con
(58)	12/1/11	6/1/12	Snyder,Abby	Senr Attorney Competitive En Con	Regnl Dir Env Conserv Non-Competitive En Con
(59)	12/1/11	6/1/12	Young,Randall C	Senr Attorney Competitive En Con	Assoc Counsel Non-Competitive En Con
(60)	2/4/12	8/1/12	Schwartzman,Martin A	Chf Insur Exmr 1 Competitive Financial Services	Assnt To Supt Exempt Financial Services

(61)	1/1/12	7/1/12	Crowder,Kathleen J	Chf Agcy Publctns Competitive Higher Educ Svc	Dir Pub Info Exempt Higher Educ Svc
(62)	1/1/12	7/1/12	Brackett,Suzanne M	Admny Assnt Competitive Hlth Main Off	Conf Assnt Exempt Executive Chamb
(63)	12/1/11	6/1/12	Cruz,Humberto	Health Prog Dir 2 Non-Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(64)	12/1/11	6/1/12	Daratsos,Nina M	Assoc Atty Competitive Hlth Main Off	Health Prog Dir 1 Non-Competitive Hlth Main Off
(65)	10/4/11	4/1/12	Horan,James F	Health Hrg Exmnr Competitive Hlth Main Off	Assnt Counsl Exempt Hlth Main Off
(66)	12/1/11	6/1/12	Hubbard,Tracey L	Keyboard Spec 1 Competitive Hlth Main Off	Secy 2 Non-Competitive Hlth Main Off
(67)	1/1/12	7/1/12	Nazarko,Michael	Aids Prgm Mngr 2 Competitive Hlth Main Off	Out of State Service
(68)	12/1/11	6/1/12	Pierre-Louis,June N	Public H Rep 3 Competitive Hlth Main Off	Out of State Service
(69)	1/1/12	7/1/12	Reed,Robert W	Dir Financial Admn 6 Competitive Hlth Main Off	Deputy Commr Exempt Hlth Main Off
(70)	1/1/12	7/1/12	Servis,Keith	Health Prog Admr 4 Competitive Hlth Main Off	Health Prog Dir 2 Non-Competitive Hlth Main Off
(71)	2/1/12	8/1/12	Valente,Kimberly A	Hosp Nsg Svs Cnslt Competitive Hlth Main Off	Health Policy Assoc Non-Competitive Hlth Main Off
(72)	1/1/12	7/1/12	Damico,Robert H	Dir Arch & Eng Competitive Housng & Comm Ren	Dir Comty Dev Non-Competitive Housng & Comm Ren
(73)	1/1/12	7/1/12	Fitzgerald,Sean	Hsg & Cmty Ren Mgr 1 Competitive Housng & Comm Ren	Out of State Service

(74)	1/1/12	7/1/12	Langhorne,Earnest L	Hsg & Cmty Ren Mgr 1 Competitive Housng & Comm Ren	Out of State Service
(75)	1/1/12	7/1/12	Skrill,Leonard	Hsg & Cmty Ren Spec 2 Competitive Housng & Comm Ren	Spec Assnt Exempt Housng & Comm Ren
(76)	1/1/12	7/1/12	Coleman,Karen A	Assnt Dir Empl Svs Competitive Labor	Dir Empl Svs Non-Competitive Labor
(77)	1/1/12	7/1/12	Thottam,Benny M	Mgr Info Tech Svs 2 Competitive Labor	Spec Assnt Exempt Labor
(78)	12/1/11	6/1/12	Mahler,Lucia	Secy 2 Competitive OGS	Assnt Coord Rcylyg Pgs Non-Competitive OGS
(79)	1/1/12	7/1/12	Kirchmer,Michael	Dev Disblts Pgm Spec 4 Competitive OPWDD Hudson Valley	Dir Ddso Non-Competitive OPWDD Hudson Valley
(80)	1/1/12	7/1/12	Brindley,Wayne	Chf Utility Actng&Fin Competitive Public Service	Deputy Dir Exempt Public Service
(81)	1/1/12	7/1/12	Shoudy,Mary A	Assoc Persnl Admr Competitive Public Service	Dir Affirm Actn Pgm 2 Non-Competitive Public Service
(82)	1/1/12	7/1/12	Witzleben,William	Info Tech Spec 2 Prog Competitive Tax& Finance	Tax Polcy Anlst 3 Non-Competitive Tax& Finance
(83)	1/1/12	7/1/12	Toal,Gloria S	Dir Disablty Detrm Op Competitive Tmp&Disabl Asst	Deputy Commr Exempt Tmp&Disabl Asst

**ADDED ITEM**

**4. LEAVES OF ABSENCE – APPROVED AS INDICATED**

**PLEASE NOTE: LEAVES WERE APPROVED FOR A LIMITED PERIOD OF 6 MONTHS FROM THE CURRENT LEAVE END DATE. IN ORDER TO EXTEND LEAVES BEYOND THAT 6 MONTH PERIOD, A NEW REQUEST MUST BE SUBMITTED TO THE CIVIL SERVICE COMMISSION.**

4.20 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)	1/1/12	7/1/12	Bianchi,Gina L	Assoc Atty Competitive Crim Just Svcs	Deputy Commr&Cnsl Exempt Crim Just Svcs
(2)	2/12/12	8/1/12	Bonacquist,Mark R	Supvg Attorney Competitive Crim Just Svcs	Assoc Counsel Exempt Crim Just Svcs
(3)	1/1/12	7/1/12	Forget,Katherine A	Keyboard Spec 1 Competitive Crim Just Svcs	Secy 2 Non-Competitive Crim Just Svcs

**4. STAFFING SERVICES/REINSTATEMENTS - APPROVED EFFECTIVE 12/14/11**

4.21 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)	10/26/87	2/20/99	Gribetz, Michael M.D.	Psychiatrist 2 OMH Mohawk Valley PC
(2)	2/24/1994	5/31/07	Bharti, Vivek	Information Technology Spec 3 Statewide Financial System

## **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.	462G	1-20	State Higher Level Clerical	10/15/11	PROM
2.	462G	21-40	State Higher Level Clerical	10/15/11	PROM
3.	462G	41-60	State Higher Level Clerical	10/15/11	PROM
4.	463G	1-20	State Higher Level Clerical	10/15/11	PROM
5.	463G	21-40	State Higher Level Clerical	10/15/11	PROM
6.	464G	1-10	State Higher Level Clerical	10/15/11	PROM
7.	464G	11-20	State Higher Level Clerical	10/15/11	PROM
8.	465G	31-45	Local Civil Deputies/Court Security	10/15/11	OC/PROM
9.	465G	46-60	Local Civil Deputies/Court Security	10/15/11	OC/PROM
10.	465G	61-75	Local Civil Deputies/Court Security	10/15/11	OC/PROM
11.	470G	31-45	Child Support	10/15/11	OC/PROM
12.	426G	1-15	State Correction Lieutenant	10/29/11	PROM
13.	430G	1-15	Local Human Services Paraprofessional	10/29/11	OC/PROM
14.	430G	31-45	Local Human Services Paraprofessional	10/29/11	OC/PROM

**A. FINAL APPROVAL OF RATING KEYS WITHOUT OBJECTIONS OR CHANGES (cont.)**

	<u>BOOKLET NO.</u>	<u>ITEM NOS.</u>	<u>EXAMINATION OR SERIES</u>	<u>DATE HELD</u>	<u>TYPE</u>
15.	431G	1-15	Local Human Services Paraprofessional	10/29/11	OC
16.	482G	46-60	State and Local Staff Development and Training/ Education	10/29/11	OC/PROM
17.	493G	46-75	Local Health Services Administrators	10/29/11	OC/PROM
18.	498G	1-15	Electrical	10/29/11	OC/PROM
19.	498G	31-45	Electrical	10/29/11	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.	823-A	46-60	Decentralized Entry-Level Clerical/Steno/Typist	7/11	OC
2.	464-G	21-30	State Higher Level Clerical Series	10/15/11	Prom
3.	466-G	1-15 46-75 121-135	Local Civil Deputies/Court Security Series	10/15/11	Prom/NCP
4.	470-G 470-G 471-G	16-30 61-75 1-15	Child Support Series " " " " " "	10/15/11 " "	OC/Prom/NCP OC/Prom OC/Prom/NCP

## 5. TESTING SERVICES / PRIOR APPROVALS - APPROVED

	<u>Booklet or Subtest</u>	<u>Subject</u>
5.42	Blast/Crane – Cr Cert 182	Crane Operators Certificate of Competence
5.43	Blast/Crane – PT Cert-both	Pyrotechnicians' Certification of Competence – Fireworks Displays and Proximate Audiences
5.44	TRANSPORT 02	Operation of motor vehicles, including NYS Motor Vehicle and Traffic Law
5.45	ATP-6	Administrative Techniques and Practices
5.46	405-H	Educating and interacting with the public Preparing written material Administrative supervision
5.47	406-H 407-H	Fire Emergency Job Simulation Exercise Fire Administration Job Simulation Exercise

## 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, 2011

Attached is a summary of an employee suggestion for which a cash award of \$300.00 and a Certificate of Merit have been recommended by the Suggestion Committee of the operating agency involved. The agency recommendation has been reviewed by the Employee Suggestion Program for the Commission's consideration.

If the award is approved as recommended, the suggester will receive a Certificate of Merit and an award of \$300.00, of which the Department of Civil Service will pay the first \$100.00.

Attachments

<b><u>SUGGESTION # AND AUTHOR</u></b>	<b><u>TITLE AND DEPARTMENT</u></b>	<b><u>SUMMARY OF SUGGESTION</u></b>	<b><u>RECOMMENDED AWARD</u></b>
<p>6.27 391882 Stephanie DeVito</p> <p><b>APPROVED</b></p>	<p><b>Secretary 2 SG-15</b></p> <p>NYS Workers' Compensation Board (WCB)</p>	<p>Ms. DeVito proposed that the Workers' Compensation Board (WCB) add an additional abey tab for the Medical Treatment Guidelines' abeyance of forms MG1 and MG2 on the Board's Claims Information System (CIS). The suggester stated that if this enhancement is made, Examiners will be able to answer the abeys in a timely fashion, as the change will alleviate the possibility of canceling out the original abey.</p> <p>The suggestion committee reports that the decision was made to make a programmatic change to the Claims Information System (CIS) to allow for multiple abeyances. This idea was implemented on 6/24/11. Prior to implementation, a work group could only have one active abeyance on a case. The new enhancement will now allow the No Insurance Unit the ability to have up to five abeyances per case. The benefits of this change were determined to be intangible. The application of this suggestion is extended as the change affected the claims process for the No Insurance Unit and Claims. The benefit was determined to be between Moderate and Substantial as the change allows examiners to diary their cases multiple times, so that required actions can be taken on a timely basis. There is no job relation. As such, the suggestion committee recommends a Certificate of Merit and a cash award of \$300.00.</p>	<p>\$300.00 cash award and a Certificate of Merit.</p> <p>The first \$100.00 will be paid by the Department of Civil Service (DCS) and the balance of \$200.00 will be paid by the Workers' Compensation Board (WCB)</p>

## 7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 12/14/11

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>
Children & Family Services	25000	00241	Assistant Counsel
Economic Development	22000	00710	Senior Deputy Commissioner
Education Department	11000	08001	Associate Commissioner
Environmental Conservation	090000	23623	Assistant Counsel
Executive Chamber	01000	01400 01403 01413 01500	Director Correspondence Coordination Confidential Assistant Confidential Stenographer Director of Scheduling for Governor
Financial Services	37000	00104	First Deputy Superintendent
General Services	01050	00139 11650	Promotion & Public Affairs Agent Building Superintendent
Homeland Security & Emergency Services	01077	31003	Deputy State Fire Administrator
Human Rights	01090	00041	Deputy Commissioner
Insurance Fund	00640	16911	Deputy Director
Labor Management	21220	00621	Confidential Stenographer
Medicaid Inspector General	12200	00010 31000	Assistant Medicaid Inspector General Assistant Medicaid Inspector General
Mental Health	50000	00003	Executive Deputy Commissioner
Parks & Recreation	49070	00240 00241	Deputy Commissioner Deputy Commissioner
Racing & Wagering Board	01510	05306	Investigator

<u>Agency</u>	<u>Code</u>	<u>Item Nos.</u>	<u>Title</u>
Temporary & Disability Assistance	27000	35000	Deputy Commissioner

**Total: 22**

**8. SECTIONS 55-B and C - APPROVED EFFECTIVE 12/14/11**

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>
Education	Vocational Rehabilitation Counselor 1	43232
	Vocational Rehabilitation Counselor 1	43455
	Keyboard Specialist 1	45714
	Vocational Rehabilitation Counselor 1	46023
Public Service	Utility Consumer Assistance Specialist Tr. (SL)	00545
SUNY Albany	Keyboard Specialist 1	02093

Section 55-b – 6 positions

Section 55-c – 0 positions

(As of November 11, 2011 there were 1027 55-b and 99 55-c positions filled)

**NYS CIVIL SERVICE COMMISSION**  
**CALENDAR INDEX**

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