

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

**January 13, 2011**

**1. MUNICIPAL SERVICE**

- 1.1 (A) CITY OF MIDDLETOWN CIVIL SERVICE COMMISSION. Follow-up of the Merit System Program Component report on Appointment Process Administration for the City of Middletown Civil Service Commission.

**The State Civil Service Commission commended the City of Middletown Civil Service Commission for the corrective actions taken and no longer requires any follow-up with the State Commission. However, staff will follow-up with the City Commission to ensure that the lone remaining required action is completed in a timely manner and, if not, will bring the matter to the State Commission's attention.**

- 1.2 (B) ALBANY COUNTY PERSONNEL DIRECTOR. 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 Business and Financial Officer for the Bethlehem Central School District in the non-competitive class (with a designation of policy influencing/confidential) included on local resolution #5 based on previous State Commission determinations and the lack of compelling evidence.**

- 1.3 (C) BROOME COUNTY PERSONNEL OFFICER. Request for Commission approval of the resolution amending the Appendices of the Broome County Civil Service Rules.

**Approved with the following exception:**

**County Service – The State Commission disapproved the request to place Engineer III in the non-competitive class based on: the authority granted the Personnel Officer by local Rule to waive a competitive examination when there are less than three applicants and the position requires a license or certificate issued by New York State; the practicability of examination; and the lack of compelling evidence.**

- 1.4 (D) CLINTON COUNTY PERSONNEL DIRECTOR. Request for Commission approval of two resolutions amending the Text and Appendices of the Clinton County Civil Service Rules.

**Approved**

- 1.5 (E) TOWN OF COLONIE PERSONNEL OFFICER. Request for Commission approval of the resolution amending the Text of the Town of Colonie Civil Service Rules.

**Approved**

- 1.6 (F) TOWN OF HEMPSTEAD CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Appendices of the Town of Hempstead Civil Service Rules.

**Approved**

- 1.7 (G) CITY OF NEWBURGH CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Text of the City of Newburgh Civil Service Rules.

**Approved**

- 1.8 (H) TROY CITY CIVIL SERVICE COMMISSION. Request for Commission approval of two resolutions amending the Appendices of the Troy City Civil Service Rules.

**The State Commission calendared this request based on the lack of response from the City Commission, and directed staff to make a final attempt to contact the City Commission, and direct a response within thirty days. The State Commission noted the lack of response was troubling and that staff of the Office of Commission Operations & Municipal Assistance are an extension of the State Commission.**

- 1.9 (I) WESTCHESTER COUNTY COMMISSIONER OF HUMAN RESOURCES. Request for Commission approval of the resolution amending the Text of the Westchester County Civil Service Rules.

**Approved**

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.	Stowell, James G.	4	Cayuga County - Sheriff's Office Undersheriff Exempt	01/01/2011 12/31/2012	\$60,576	Yes	Calendared
2.	Vredenburgh, Douglas O.	12	Delaware County - Sheriff's Department Undersheriff Exempt	03/18/2011 03/24/2012	\$62,407	Yes	Calendared
3.	Nordquist, Douglas W.	4	Monroe County - Ogden, Town of Chief of Police Competitive	01/07/2011 01/06/2013	\$94,000	Yes	Calendared
4.	Bidell, Thomas	2	Nassau County - District Attorney's Office Special Investigator I NonComp nonPolicy	01/01/2011 12/31/2012	\$72,549	Yes	Calendared
5.	Bordoy, Miguel	5	Nassau County - District Attorney's Office Investigative Coordinator NonComp nonPolicy	01/01/2011 12/31/2012	\$71,169	Yes	Calendared
6.	Cruz, Joseph	5.5	Nassau County - District Attorney's Office Investigative Coordinator NonComp nonPolicy	01/01/2011 12/31/2012	\$71,169	Yes	Calendared
7.	McCaffrey, Justin T.	5	Nassau County - Oyster Bay, Town of Commissioner of Public Safety Unclass	03/02/2011 03/01/2013	\$122,692	Yes	Calendared
8.	Nolan, Philip	8.5	Onondaga County - District Attorney's Office Confidential District Attorney Investigator I	11/18/2010 11/17/2012	\$45,560	Yes	Calendared

			Competitive				
9.	Farella, Anthony R.	4.75	Onondaga County - Resource Recovery Agency Enforcement Officer Competitive	10/01/2010 09/30/2012	\$42,000	Yes	Calendared
10.	Balloni, John M.	0.50	Onondaga County Sheriff's Office Deputy Sheriff Chief (Civil) NonComp nonPolicy	01/01/2011 12/31/2012	\$91,075	Yes	Calendared
11.	Sacco, Joseph F.	4	Orleans County - District Attorney's Office Supervising Investigator Exempt	01/01/2011 12/31/2012	\$64,070	Yes	Calendared
12.	Scannapieco, Jr., Anthony G.	12	Putnam County Legislature Commissioner of Elections Unclass	02/24/2011 02/23/2013	\$47,477	Yes	Calendared
13.	Hyde, Arthur M.	5	Rensselaer County - District Attorney's Office Special Investigator (Confidential) Competitive	01/01/2010 12/31/2011	\$68,432	Yes	Calendared
14.	Riley, Michael S.	3	Rensselaer County - District Attorney's Office Special Investigator (Confidential) Competitive	01/01/2010 12/31/2011	\$51,024	Yes	Calendared
15.	Bopp, Michael	7	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
16.	Burns, Edward	9	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
17.	Estes, William E.	6	Suffolk County - Copiague Public	02/21/2011 02/20/2013	\$47,500	Yes	Calendared

			Schools School Security Guard Competitive				
18.	Ferrigno, Carl A.	7	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
19.	Gaddy, Lee	5.25	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
20.	Lenski, Walter J.	7	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
21.	Luquis, Joann	7	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
22.	Lynch, Richard M.	4	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
23.	Mencarelli, Aldino	8.25	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
24.	Miller, Arenia A.	4	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
25.	Napolitano, Vincent	10	Suffolk County - Copiague Public Schools	02/21/2011 02/20/2013	\$47,500	Yes	Calendared

			School Security Guard Competitive				
26.	Outsen, Gregory	8	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
27.	Pascua, John F.	5	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
28.	Polito, Paul	3	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
29.	Rush, Sherranda	4	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
30.	Smith, Kevin J.	4	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
31.	Speed, Thomas P.	4	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
32.	Stafford, Laura M.	7.5	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
33.	Troise, Frederick	5	Suffolk County - Copiague Public Schools School Security	02/21/2011 02/20/2013	\$47,500	Yes	Calendared

			Guard Competitive				
34.	Wright, Michael	5.25	Suffolk County - Copiague Public Schools School Security Guard Competitive	02/21/2011 02/20/2013	\$47,500	Yes	Calendared
35.	Levy, Steven A.	6	Suffolk County - Deer Park UFSD School Bus Driver NonComp nonPolicy	01/01/2011 12/31/2012	\$32,000	Yes	Calendared
36.	Rudiger, Craig R.	1.75	Suffolk County - Islip, Town of Town Investigator Competitive	11/01/2010 11/02/2012	\$54,849	Yes	Calendared
37.	Betts, David A.	9 mo.	Suffolk County - Southampton, Town of Chief Town Investigator Competitive	10/01/2010 12/31/2010	\$74,256	Yes	Calendared
38.	Hawker, Arthur J.	4	Sullivan County - Sheriff's Office Chief Deputy-Patrol Division/Internal Affairs	01/01/2011 12/31/2012	\$70,000	Yes	Calendared
39.	O'Connor, Thomas E.	1	Sullivan County - Sheriff's Office Gang Intelligence Officer	01/01/2011 12/31/2012	\$69,788	Yes	Calendared
40.	Donalty, Michael R.	7	Wayne County - Lyons, Village of Police Chief Competitive	01/01/2011 12/31/2012	\$75,550	Yes	Calendared
41.	Brewer, Stephanie	4	Westchester County - Somers, Town of Deputy Receiver of Taxes Exempt	01/02/2011 01/01/2013	\$33,120	Yes	Calendared

<b>2. 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>Recruitment?</b>	<b>Action</b>
1.	Klopott, Zvi S.	0	Albany County Department for Children, Youth and Families Child Psychiatrist	10/01/2010 09/30/2012	\$65,000	No	Calendared
2.	Klopott, Zvi S.	0	Rensselaer County-BOCES-Rensselaer-Columbia-Greene (Questar III) School Physician/Child Psychiatrist	07/06/2010 07/05/2012	\$25,000	Yes	Calendared
3.	Kummert, Eric	0	Rockland Co.- Village of Piermont Police Officer Competitive	01/01/2011 12/31/2012	\$40,000	Yes	Calendared
4.	Wind, Gary J.	0	Salamanca, City of Police Chief Competitive	01/01/2011 12/31/2012	\$62,500	Yes	Calendared
5.	Jenks, Gerald L.	0	St. Lawrence County - District Attorney's Office Welfare Fraud Investigator Competitive	02/23/2009 02/22/2011	\$38,966	Yes	Calendared
6.	Hobbs, Alonzo	0	Suffolk County - Deer Park UFSD School Bus Driver/Part Time NonComp nonPolicy	01/01/2011 12/31/2012	\$31,000	Yes	Calendared
7.	Lyon, Kelly S.	0.75	Suffolk County - Islip, Town of Town Investigator Competitive	09/30/2010 06/30/2011	\$39,240	Yes	Calendared
8.	McCarrick, Bryan T.	0	Suffolk County - Islip, Town of Town Investigator Competitive	09/30/2010 12/31/2011	\$39,240	Yes	Calendared

9.	Van Nostrand, Barry W.	0	Wayne Co.- Central School District School Safety Officer Competitive	01/01/2011 12/31/2012	\$55,000	Yes	Calendared
10.	Fox, Jr., Hugh	0	Westchester County Assistant to the County Executive IV Exempt	09/01/2010 08/31/2012	\$92,000	Yes	Calendared

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.	Connolly, Timothy G.	2	Attorney General's Office Investigator Exempt	12/02/2010 12/01/2012	\$61,706	Yes	Calendared
2.	DiGennaro, Stephen M.	2	Attorney General's Office Investigator Exempt	12/11/2010 12/31/2011	\$77,665	Yes	Calendared
3.	Doyle, Norman A.	4	Attorney General's Office Investigator Exempt	11/30/2010 11/29/2012	\$59,198	Yes	Calendared
4.	Fleming, Brian T.	4	Attorney General's Office Investigator Exempt	12/28/2010 12/27/2012	\$55,445	Yes	Calendared
5.	Maldonado, Victor	2	Attorney General's Office Investigator Exempt	12/07/2010 12/06/2012	\$72,033	Yes	Calendared
6.	McCann, Kevin R.	6	Attorney General's Office Investigator Exempt	12/30/2010 12/29/2012	\$62,293	Yes	Calendared
7.	Rivers, Wayne	2	Attorney General's Office Investigator Exempt	12/28/2010 12/27/2012	\$69,998	Yes	Calendared
8.	Edwards, Joseph B.	4	Insurance, Department of Insurance Frauds Investigator 3 NonComp nonPolicy	02/03/2011 02/02/2013	\$83,954	Yes	Calendared
9.	Duck, Gregory A.	6.5	Workers Compensation Board (WCB) Workers' Compensation Fraud Investigator 1 NonComp nonPolicy	02/12/2011 02/11/2013	\$59,636	Yes	Calendared

<b>2. PENSION WAIVERS FOR RETIREES / OTHER</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 PRE-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.	Caccese, Richard C.	6	Dormitory Authority Investigative Auditor Other	01/19/2011 01/18/2013	\$85,551	Yes	Calendared

**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**

3.1 (A) OFFICE OF CHILDREN AND FAMILY SERVICES. Request for Commission approval of exempt classification of the position of Assistant Chief, Investigations. (Control No. 10-015)

**APPROVED**

3.2 (B) FOR COMMISSION CONSIDERATION. Request from the Office of Temporary and Disability Assistance to suspend Attendance Rules for one employee in Delaware County due to flooding on October 1, 2010.

**APPROVED**

3.3 (C) FOR COMMISSION CONSIDERATION. Request from the State University of New York, Institute of Technology to suspend Attendance Rules for employees due to an active shooter and manhunt on July 30, 2010.

**APPROVED**

3.4 (D) FOR COMMISSION CONSIDERATION. Request from the Division of Human Rights' Long Island Regional Office to suspend Attendance Rules for employees due to a building closure by the landlord in order to eradicate a bedbug infestation on July 23, 2010.

**APPROVED**

3.5 (E) FOR COMMISSION CONSIDERATION. Amendment of Sections 21.15 and 28-1.17 of the Attendance Rules to continue availability of the single grant of supplemental military leave with pay and further leave at reduced pay through December 31, 2011, and to provide for separate grants of the greater of 22 working days or 30 calendar days of training leave at reduced pay during calendar year 2011. Section 21.15 applies to employees in represented positions, while section 28-1.17 extends equivalent benefits to employees serving in positions designated managerial/confidential (m/c).

**APPROVED**

3.6 (F) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held December 15, 2010.

**APPROVED**

#### 4. LEAVES OF ABSENCE – CALENDARED

4.1 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 Requested Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(1)	2/5/11	2/5/13	Colafati, Dominic P	Assnt Chf Bdgt Exr Pf Competitive Budget	Chf Budget Exmr Non-Competitive Budget
(2)	2/5/11	2/5/13	Xu, Qiang	Econometrician 2 Competitive Budget	Chf Budget Exmr Non-Competitive Budget
(3)	2/4/11	2/4/13	Andal, Mia	Info Tech Spec 2 Competitive Child&Fam Svcs	Prj Assnt Competitive Child&Fam Svcs
(4)	3/1/11	3/1/13	Aulbach, Brenda C	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Facility Dir 1 Non-Competitive Child&Fam Svcs
(5)	3/1/11	3/1/13	Catala, Ricardo L	Youth Div Aide 3 Non-Competitive Child&Fam Svcs	Voc Instructor 1 Competitive Child&Fam Svcs
(6)	3/1/11	3/1/13	Dower, Edward M	Cadet Leader 2 Non-Competitive Child&Fam Svcs	Voc Instructor 3 Competitive Child&Fam Svcs
(7)	2/5/11	2/5/13	Gathen, Susan	Ch & Fam Svs Spec 1 Competitive Child&Fam Svcs	Child Abuse Spec 2 Non-Competitive Child&Fam Svcs
(8)	2/19/11	2/19/13	Hayes, Mattie B	Youth Counselor 1 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 1 Non-Competitive Child&Fam Svcs
(9)	1/22/11	1/22/13	Kislowksi, David	Info Tech Spec 2 Competitive Child&Fam Svcs	Prj Assnt Competitive Child&Fam Svcs
(10)	1/1/11	1/1/13	Mahoney, Rita M	Keyboard Spec 1 Competitive Child&Fam Svcs	Youth Div Aide 2 Non-Competitive Child&Fam Svcs
(11)	1/1/11	1/1/13	Ring, Jeremy	Child Protctv Svs S 1 Competitive Child&Fam Svcs	Child Abuse Spec 1 Non-Competitive Child&Fam Svcs

## LEAVES OF ABSENCE

	<u>Current Leave Ends</u>	<u>Extension Requested Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(12)	2/1/11	2/1/13	Smalls,Brenda L	Adoption Spec Competitive Child&Fam Svcs	Assnt Dpty Dir Exempt Child&Fam Svcs
(13)	2/12/11	2/12/13	Wright,Nanette M	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Competitive Child&Fam Svcs
(14)	9/18/10	9/18/12	Evans,Judy Ann	Agency Prgm Aide Competitive Cncl on the Arts	Arts Program Assnt Non-Competitive Cncl on the Arts
(15)	1/1/11	1/1/13	Hammond,Marie B	Supvg Corr Cnslr Competitive Cor Bedfrd Hills	Deputy Supt Progm S 3 Non-Competitive Cor Greene
(16)	1/15/11	1/15/13	Bell,James V	Corr Captain Competitive Cor Clinton	Deputy Supt Secrty S3 Non-Competitive Cor Fishkill
(17)	1/29/11	1/29/13	Phelix,Daniel N	Corr Captain Competitive Cor Franklin	Deputy Supt Secrty S3 Non-Competitive Cor Bare Hill
(18)	1/15/11	1/15/13	Rich,John G	Corr Captain Competitive Cor Gouverneur	Deputy Supt Secrty S3 Non-Competitive Cor Cayuga
(19)	1/15/11	1/15/13	Corcoran,Thomas B	Plant Supt B Competitive Cor Great Meadw	Assnt Commr Exempt Cor Main Office
(20)	1/7/11	1/7/13	Duncan,Sean B	Corr Officer Competitive Cor Hudson	Investigator Exempt Cor Main Office
(21)	1/1/11	1/1/13	Malin,Lesley F	Psychologist 2 Competitive Cor Main Office	Deputy Supt Progm S 3 Non-Competitive Cor Sullivan
(22)	12/1/10	12/1/12	Crowley,Karen F	Supvg Corr Cnslr Competitive Cor Orleans	Deputy Supt Progm S 3 Non-Competitive Cor Wende
(23)	1/1/11	1/1/13	Kemp,Debbie K	Inst Steward Competitive Cor Upstate	Deputy Supt Admnv S 3 Non-Competitive Cor Bare Hill

## LEAVES OF ABSENCE

	<u>Current Leave Ends</u>	<u>Extension Requested Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(24)	2/28/10	2/28/12	Wright,Robert	Prin Internal Auditor Competitive Crim Just Svcs	Dir Internl Aud Exempt Crim Just Svcs
(25)	3/1/11	3/1/13	Morris,Deborah A	Keyboard Spec 1 Competitive Executive Chamb	Conf Stenographer Exempt Executive Chamb
(26)	2/15/11	2/15/13	Crowder,Kathleen J	Chf Agcy Publctns Competitive Higher Educ Svc	Dir Pub Info Pend Exempt Higher Educ Svc
(27)	2/1/11	2/1/13	Lawlor,Brian E	Prin Atty Competitive Housing & Comm Ren	Commissioner/CEO Unclassified Homes & Comm Ren
(28)	2/3/11	2/3/13	Sammons,Robert J	Mgr Info Tech Svcs 2 Tcl Competitive Insurance Fund	Assnt Dpty Dir Exempt Insurance Fund
(29)	2/1/11	2/1/13	Cox,Maureen A	Safety&Hlth Pgm Mgr 2 Competitive Labor	Dir Div Occup Saf&Hlt Non-Competitive Labor
(30)	2/1/11	2/1/13	Winters,Edward	Assnt Dir Inf Tech TS1 Competitive Off For Techlgy	Assnt Dir Inf Tech TS1 Non-Competitive Off For Techlgy
(31)	2/1/11	2/1/13	Wolfe,Joseph P	Business Permts A S 2 Competitive Off For Techlgy	Reg Pol Spec 2 Non-Competitive Regulat Reform
(32)	2/5/11	2/5/13	Hughes,Jane	Stands Complc Anlst 1 Competitive OPWDD Main Office	Investigator Exempt OPWDD Main Office
(33)	2/1/11	2/1/13	Finn,Peter C	Dir Financial Admn 5 Competitive P&R Main Off	Deputy Commr Exempt P&R Main Off
(34)	2/1/11	2/1/13	Kane,Daniel S	Parks Prg Mgr 5 Competitive P&R Main Off	Deputy Commr Exempt P&R Main Off
(35)	3/1/11	3/1/13	Zwink,William K	Dir Trng 3 Competitive Tmp&Disabl Asst	Spec Assnt Exempt Tmp&Disabl Asst

**LEAVES OF ABSENCE**

	<u>Current Leave Ends</u>	<u>Extension Requested Through</u>	<u>Name</u>	<u>Title/Dept.</u>	<u>On Leave To</u>
(36)	2/1/11	2/1/13	Wagner Jr, Richard E	Highway Mtc Supvr 1 Competitive Tr Pghkps Reg 8	Emp Astnc Pgm Rep Exempt Labor Mgmt Cm

#### 4. STAFFING SERVICES/REINSTATEMENTS - APPROVED EFFECTIVE 1/13/11

4.2 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)	05/19/1994	02/09/2004	Feingold, Carol	Insurance Examiner Insurance Department
(2)	11/02/2000	07/27/2004	Taran, Bruce E.	Plant Utilities Assistant State University (Albany)
(3)	10/04/1982	03/14/2004	Peterson, Wallace R.	Plant Utilities Engineer 2 State University (Albany)
(4)	01/08/1987	03/16/2000	Elmore, Cecil A.	Information Technology Specialist 3 (Programming) Worker's Compensation Board

**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.	439D	106-120	Local Human Services Paraprofessional	10/30/10	OC/PROM
2.	454D	61-75	Junior Information Technology Engineer	10/30/10	OC/PROM/ NCP
3.	454D	76-85	Junior Information Technology Engineer	10/30/10	OC
4.	456D	1-15	Crime Victims/Domestic Violence	10/30/10	OC/PROM
5.	464D	31-45	Employment Specialist for Individuals with Disabilities	10/30/10	OC/PROM
6.	468D	16-75	Local Psychologist Series	10/30/10	OC/PROM
7.	478D	16-45	Horticulture Inspectors	10/30/10	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.	477-D	31-75	Horticulture Inspectors	10/30/10	OC
2.	439-D	1-15 31-45	Local Human Services Paraprofessional Series	10/30/10	OC/Prom
3.	440-D	31-45	Local Human Services Paraprofessional Series	10/30/10	OC
4.	469-D	11-15	State & Local Volunteer Srvs	10/30/10	OC/Prom
5.	462-D	1-15	Personnel Operations	10/30/10	OC/Prom
6.	455-D	16-30	Crime Victims/Domestic Violence	10/30/10	OC
	455-D	31-45	“ “ “ “	10/30/10	OC/Prom/NCP

**B. FINAL APPROVAL OF RATING KEYS WITH OBJECTIONS OR CHANGES (cont.)**

	<u>BOOKLET</u>	<u>ITEM NOS.</u>	<u>EXAM. OR SERIES</u>	<u>DATE HELD</u>	<u>TYPE</u>
7.	464-D	61-75	Employment Specialist for Individuals w/ Disabilities	10/30/10	OC
8.	453-D	16-30	Careers in Labor Services	10/30/10	OC/Transition
9.	453-D	91-120	Careers in Labor Services	10/30/10	OC/Transition
10.	453-D	61-75	Careers in Labor Services	10/30/10	OC/Transition

## 5. TESTING SERVICES / PRIOR APPROVALS - APPROVED

	<u>Booklet or Subtest</u>	<u>Subject</u>
5.1	210 MVR-1	Reading Comprehension
5.2	211 SLC 1	Reading for Information
5.3	MKT-PPIM	Marketing, event planning, preparing public information materials

6. MERIT AWARDS

Report on Merit Awards.

MEMORANDUM

**TO:** Civil Service Commission  
**FROM:** Mary Ann Valikonis  
**SUBJECT:** Merit Awards for Employee Suggestions  
**DATE:** December 17, 2010

Attached is a summary of an employee suggestion for which a merit award has been recommended by the Suggestion Committees 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 cash award granted will amount to \$200.00, of which \$100.00 will be paid by the Department of Civil Service.

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>6.1 167036 Veronica Kolkhorst</p> <p><b>APPROVED</b></p>	<p><b>Senior Workers' Compensation Examiner SG-18</b></p> <p>NYS Workers' Compensation Board (WCB)</p>	<p>Ms. Kolkhorst proposed that the Workers' Compensation Board (WCB) condense three Affidavits for Death Benefits into one. This suggestion addressed the fact that when a death claim is filed as part of a Workers' Compensation claim, there are three different affidavits that each pertain to a specific family situation. All three are sent to the surviving relatives, and the family is expected to determine which affidavit needs to be completed. Implementing the suggestion will cut down on the number of pages of documents sent and allow clearer instructions to be provided to families for completing the paperwork. The suggestion committee reports that the affidavits were condensed into one document, and the change was implemented on 12/2/10. The suggestion committee recommends a certificate of merit and an intangible award of \$200.00. The suggestion has substantial value in that it facilitates the processing of death cases, which are among the most important overseen by the Board. The extent of application is limited because the affidavit is only used for uncontested death cases, which are a very small proportion of the overall caseload. The Committee states that this suggestion was not job-related.</p>	<p>\$200.00 cash award and a Certificate of Merit.</p> <p>\$100.00 of the award will be paid by the Department of Civil Service. The remaining \$100.00 will be paid by the Workers' Compensation Board</p>

## 7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 1/13/11

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 and Family Services	25000	60300	Assistant Commissioner
Correctional Services	10160	00512	Investigator
Economic Development	22000	01310	Deputy Commissioner
Executive Chamber	01000	00006 00301 00307 00503 00601 00728 00800 01000 01303	Confidential Stenographer Special Office Assistant Special Officer Assistant Confidential Stenographer Deputy Director of State Operations Confidential Assistant Deputy Director of State Operations Legislative Assistant Press Officer
Insurance Department	13000	00600	Deputy Superintendent
Labor Management Committees	21220	00052	Employee Program Associate
Racing & Wagering	01510	04201 04204 04205 04208  04401 04402 04405 04407 04408 04409 05003 05007 05008 05009	Steward Investigator Supervising Racing Veterinarian Assistant to Supervising Racing Veterinarian  Presiding Judge Starter Assistant to Presiding Judge Recording Judge Paddock Judge Supervising Racing Veterinarian Associate Judge Recording Judge Paddock Judge Supervising Racing Veterinarian
Technology	01110	00003	NYS Deputy Chief Information Officer

**8. SECTIONS 55-B and C - APPROVED EFFECTIVE 1/13/11**

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>
Labor	Senior Employment Security Clerk	30132
Mental Health	Information Technology Specialist 2 Clerk 1	00263 93004
People with Developmental Disabilities	Psychologist 2	30579
Transportation	Motor Equipment Mechanic	70563

Section 55-b – 5 positions  
Section 55-c – 0 positions

(As of December 10, 2010 there were 1058 55-b and 108 55-c positions filled)

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

JANUARY 2011

<u>CODE</u>	<u>SUBJECT</u>	<u>PAGES</u>
1	Municipal Service	1 (A-I)
2	Pension Waivers for Retirees - Sec 211 NYSRSSL	
	Local Government	2 (A)
	State Government	2 (B)
	Other Entities	2 (C)
2-a	Extensions in Service Over Age Seventy	
3	Executive	3 (A-F)
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	



**NEW YORK STATE CIVIL SERVICE COMMISSION**

**INTEROFFICE  
MEMORANDUM**

SUBJECT: January 2011 Commission Meeting

DATE: January 10, 2011

The following schedule has been arranged for the January Commission meeting:

**Thursday, January 13**

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

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

cc: Comr. Ahl  
Comr. Hanrahan  
Judith Ratner

Nancy Kiyonaga  
Al Jordan  
Shirley LaPlante

Anthony Rotundo