

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

**March 13, 2012**

**1. MUNICIPAL SERVICE**

- 1.13 (A) LEWIS COUNTY DIRECTOR OF HUMAN RESOURCES. Request for Commission approval of the resolution amending the Appendices of the Lewis County Civil Service Rules.

**Approved**

- 1.14 (B) ONONDAGA COUNTY COMMISSIONER OF PERSONNEL. Request for Commission approval of the resolution amending the Appendices of the Onondaga County Civil Service Rules.

**Approved with the following exception:**

***In the Village of Skaneateles – The State Commission disapproved without prejudice the request to place Wastewater Treatment Plant Manager (Type B Plant) in the non-competitive class for a submission following the conduct of a competitive examination to demonstrate recruitment difficulty or other extenuating circumstances demonstrating competitive examination impracticable. The State Commission noted that its policy regarding civil divisions with a population under 5,000 does not apply to full-time positions.***

- 1.15 (C) PUTNAM COUNTY PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Text and Appendices of the Putnam County Civil Service Rules.

**Approved**

- 1.16 (D) SULLIVAN COUNTY PERSONNEL OFFICER. Request for Commission approval of the resolution amending the Text of the Sullivan County Civil Service Rules.

**Approved**

- 1.17 (E) 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 reviewed staff's analysis and commended the City of Long Beach Civil Service Commission on its efforts made to address the required actions cited in the two Reports, and welcomed the City administration's pledge to address these issues. The State Commission issued seven revised required actions the City must take in order to come into compliance with Civil Service Law and Rules. However, the State Commission is concerned about two long-term issues: the employment of five long-term provisional day care employees; and several non-competitive appointments to positions which are designated non-competitive when employment is limited to a part-time or seasonal basis and are exceeding such limitations.**

**Therefore, the State Commission directed that all seven new required actions be addressed by August 1, 2012. The City Commission should be in continuous contact with staff to address all major issues. Following this deadline, the State Commission directed that a second on-site review be conducted to confirm the status of merit system administration in the City. Department staff will also be available to conduct a civil service 101 training for City appointing authorities.**

**Further, the State Commission expressed its desire for the City Commission to make the addressing of the day care positions its top priority, and directed that an update be provided to the State Commission at its May meeting.**

- 1.18 (F) 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 staff's analysis, and issued five revised required actions the City must take in order to come into compliance with Civil Service Law and Rules. However, the State Commission is concerned about the appropriateness of the payroll certification process in the City, as this process is the starting point in ensuring appropriate merit system administration. Action must be taken immediately to ensure the accuracy of roster records and an accurate and effective payroll certification must be undertaken.**

**Therefore, the State Commission directed that all five new required actions be addressed by August 1, 2012. The City Commission should be in continuous contact with staff to address all major issues. Following this deadline, the State Commission directed that a second on-site review be conducted to confirm the status of merit system administration in the City.**

- 1.19 (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-- Fire Department.

**The State Commission approved exempt jurisdictional classification of the titles First Deputy Commissioner (FD) and Deputy Commissioner (increase from 3 to 6 positions) in the New York City Fire Department.**

- 1.20 (H) NEW YORK CITY DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES. Progress report on the New York City Department of Citywide Administrative Service's five-year Provisional Reduction Plan.

**The State Commission recognized the New York City Department of Citywide Administrative Services (DCAS) exceeded its provisional reduction performance target for the reporting interval ending November 30, 2011, but noted also that DCAS has not met its overall performance target for this point in the Provisional Reduction Plan. The State Commission also recognized the challenges faced by DCAS in implementing its Plan, and instructed Commission staff to continue communicating with DCAS regarding the implementation of the Plan and regarding the proposals submitted by DCAS for removal of positions from the competitive class.**

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="#">Pouria, Mark R.</a>	4.00	Nassau County – District Attorney's Office Deputy Chief Investigator NonComp nonPolicy	02/01/2012 01/31/2014	\$98,000	Yes	Approved
The State Commission approved the request for the period of 02/01/12-01/31/14.						
2. <a href="#">Cronin, Kevin M.</a>	4.00	Nassau County – North Hempstead, Town of Commissioner of Building & Safety Inspection & Enforcement Unclass	02/04/2012 02/03/2014	\$122,648	Yes	Approved
The State Commission approved the request for the period of 02/04/12-02/03/14.						
3. <a href="#">Brackin, Francis H.</a>	2.00	Onondaga County – Health Department Computer Evidence Specialist III NonComp nonPolicy	07/01/2012 06/30/2014	\$73,910	Yes	Approved
The State Commission approved the request for the period of 07/01/12-06/30/14.						
4. <a href="#">Rielly, James M.</a>	6.00	Orange County- District Attorney's Office Chief Criminal Investigator Exempt	09/05/2011 09/04/2013	\$88,540	Yes	Retroactive Approval
The State Commission approved the retroactive request for the period of 09/05/11-09/04/13.						
5. <a href="#">Lopez, Henry G.</a>	4.00	Putnam County – District Attorney's Office Criminal Investigator (District Attorney) Exempt	01/02/2012 01/01/2014	\$76,735	Yes	Approved
The State Commission approved the request for the period of 01/02/12-01/01/14.						
6. <a href="#">Convery, Peter H.</a>	10.00	Putnam County – Sheriff's Office Undersheriff Exempt	01/04/2012 01/03/2014	\$119,378	Yes	Approved
The State Commission approved the request for the period of 01/04/12-01/03/14.						
7. <a href="#">Russo, Patrick A.</a>	8.00	Rensselaer County - Sheriff's Office Undersheriff	01/01/2012 12/31/2013	\$87,763	Yes	Approved

			Exempt				
The State Commission approved the request for the period of 01/01/12-12/31/13.							
8.	<a href="#">Ramos, Michael J.</a>	13.00	Rockland County – Public Defender's Office Confidential Investigator (ADP) (Spanish Speaking) NonComp nonPolicy	01/01/2012 12/31/2013	\$74,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
9.	<a href="#">Cote, Larry F.</a>	14.75	Schenectady County Confidential Investigator Exempt	03/01/2011 02/28/2013	\$50,000	Yes	Limited Approval
The State Commission approved the request for the retroactive and limited period of 03/01/11-07/31/12. Approval through 07/31/12 was granted the stipulation that the appointing authority review whether the preferred qualifications of twenty years of police experience for the position are appropriate.							

<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>Recruitment?</b>	<b>Action</b>
1.	<a href="#">Kuznia, Christopher L.</a>	0.00	Saratoga County - District Attorney's Office Criminal Investigator (District Attorney) <b>PENDING JC</b>	01/20/2012 01/19/2014	\$50,550	Yes	Limited Approval
The State Commission approved the request for the limited period of 01/20/12-09/30/12. Approval through 09/30/12 will provide time for the Saratoga County Department of Personnel to submit a rules resolution and for staff of the Office of Commission Operations & Municipal Assistance time to process the request.							
2.	<a href="#">Delaney, Thomas P.</a>	0.00	Schenectady County- Office of the County Manager Program Administrator- Stop DWI/Traffic Safety <b>PENDING JC</b>	03/21/2011 03/20/2013	\$47,274	Yes	Limited Approval
The State Commission approved the request for the retroactive and limited period of 03/21/11-07/31/12. Approval through 07/31/12 was granted with the stipulation that the Schenectady County Civil Service Commission review with the appointing authority whether the minimum qualifications for the position are appropriate. Any future request should include a statement from Schenectady County Civil Service Commission that the minimum qualifications have been reviewed with the appointing authority and a determination was made that the minimum qualifications are job related, realistic and found to be reasonable. Approval through 07/31/12 will also provide time for the Schenectady County Civil Service Commission to submit a rules resolution and for staff of the Office of Commission Operations & Municipal							

	Assistance to process the rules resolution.						
3.	<a href="#">Angello, Linda A.</a>	0.00	Suffolk County – Islip, Town of Director of Labor Relations NonComp Policy	03/01/2012 02/28/2014	\$90,000	Yes	Approved
	The State Commission approved the request for the period of 03/01/12-02/28/14.						
4.	<a href="#">Brennan, Kevin G.</a>	0.00	Westchester County - Port Chester, Village of Fire Inspector Competitive	05/01/2011 04/30/2013	\$67,000	Yes	Limited Approval
	The State Commission approved the request for the retroactive and limited period of 05/01/11-12/31/11.						

**ADDED ITEM:**

<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>Recruitment?</b>	<b>Action</b>
1.	<a href="#">Sikora, Paul</a>	0.00	Erie County – Grand Island Central School District Contractual Labor Relations Services NonComp Policy	06/20/2011 09/15/2011	\$65,000	Yes	Retroactive Approval
	The State Commission approved the request for the retroactive period of 06/20/11-09/15/11 which coincides with the expiration of Mr. Sikora's contract. If approval is sought beyond 09/15/11, a new recruitment effort must occur.						
2.	<a href="#">Sikora, Paul</a>	0.00	Orleans County - Lyndonville Central School District Contractual Human Resources Services	01/25/2011 12/31/2011	\$35,000	No	Retroactive Approval
	The State Commission approved the retroactive request for the period of 01/25/11-12/31/11. Approval was granted based on the fact that the School District indicated that there was an urgent need for Mr. Sikora's services as a result of unplanned, unpredictable, unexpected vacancies and sufficient time was not available to recruit a qualified individual and that such hiring was deemed as non-permanent rather than a final filing of such a position.						

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="#">Churns, Dennis J.</a>	4.00	Attorney General's Office Investigator Exempt	05/01/2012 04/30/2014	\$55,445	Yes	Approved	
The State Commission approved the request for the period of 05/01/12-04/30/14.							
2. <a href="#">Eisenbeck, William J.</a>	6.00	Attorney General's Office Investigator Exempt	04/20/2012 04/19/2014	\$57,108	Yes	Approved	
The State Commission approved the request for the period of 04/20/12-04/19/14.							
3. <a href="#">Erdogan, William</a>	2.00	Attorney General's Office Investigator Exempt	04/11/2012 04/10/2014	\$87,110	Yes	Approved	
The State Commission approved the request for the period of 04/11/12-04/10/14.							
4. <a href="#">Pendergast, Paul</a>	12.00	Attorney General's Office Investigator Exempt	04/06/2012 04/05/2014	\$81,412	Yes	Approved	
The State Commission approved the request for the period of 04/06/12-04/05/14.							

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 POST-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="#">DiGennaro, Dominick</a>	0.00	Attorney General's Office Investigator Exempt	04/12/2012 04/11/2014	\$55,445	Yes	Limited Approval	
The State Commission approved the request for the limited period of 04/12/12-07/31/12. Approval through 07/31/12 was granted with the stipulation that the agency review whether the preferred qualifications of twenty years of law enforcement experience for the position are appropriate.							

<b>2.</b>	<b>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>Recruitment?</b>	<b>Action</b>
1.	<a href="#">Gerardi, Paul R.</a>	4.00	MTA - NYC Transit Manager, Fire Protection and Safety Competitive	10/01/2011 09/30/2013	\$103,000	Yes	Approved
	The State Commission approved the request for the period of 10/01/11-09/30/13. Approval through 09/30/13 was granted with the stipulation that an examination be conducted for the position so a determination may be made whether there are any qualified non-retirees available for appointment.						

**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**

- 3.10 (A) DEPARTMENT OF AGRICULTURE AND MARKETS. Request for Commission approval of non-competitive classification of the following positions:

Assistant Horticultural Inspector 1 (Unlimited or 78)  
Assistant Horticultural Inspector 2 (Unlimited or 16)

(Control No. 11-032)

**APPROVED (not phi) – UNLIMITED APPROVED FOR BOTH TITLES**

- 3.11 (B) DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES. Request for Commission approval of exempt classification of the position of Assistant Director State Emergency Management Office which they are asking to have established. (Control No. 12-001)

**APPROVED – (Reclassified from Assistant Director State Emergency Management Office--non-competitive)**

- 3.12 (C) FOR COMMISSION CONSIDERATION. Matter of changing the agency name from Commission on Public Integrity to Joint Commission on Public Ethics; deletion of positions from Commission on Public Integrity and addition of positions in the Joint Commission on Public Ethics within the exempt class.

**APPROVED**

- 3.13 (D) FOR COMMISSION CONSIDERATION. Minutes of the Commission meetings held February 7, 2012.

**APPROVED**

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

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

**NUMBER 110 WAS APPROVED FOR THE PERIOD 3/1/11 THROUGH 9/1/12 IN ORDER TO COVER THE RETROACTIVITY.**

4.5 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)	4/1/12	10/1/12	Betz,Laura	Mail&Supply Clerk Non-Comp Budget	Senr Mail&Supply Clk Non-Comp Budget
(2)	4/1/12	10/1/12	Brabham Harder,Lola	Assoc Budget Exmr Competitive Budget	Secy Exempt Budget
(3)	4/1/12	10/1/12	Greenberg,Ronald L	Chf Budget Exmr Non-Comp Budget	Deputy Dir Exempt Budget
(4)	4/1/12	10/1/12	Mirabile,John	Mail&Supply Clerk Non-Comp Budget	Spec Office Assnt Exempt Budget
(5)	4/1/12	10/1/12	Rock,Geralyn A	Admrv Assnt Competitive Budget	Conf Stenographer Exempt Budget
(6)	4/1/12	10/1/12	Spizowski,Lynn	Keyboard Spec 1 Competitive Budget	Budget Fellow Non-Comp Budget
(7)	4/1/12	10/1/12	Tyler,Karen B	Admrv Offr 6 Competitive Budget	Chf Budget Exmr Non-Comp Budget
(8)	4/1/12	10/1/12	Vanalstyne,James J	Mail&Supply Clerk Competitive Budget	Senr Mail&Supply Clk Non-Comp Budget
(9)	4/1/12	10/1/12	White,Anne M	Agency Prgm Aide Competitive Budget	Conf Secy Exempt Budget

(10)	4/1/12	10/1/12	Bryce,Sandra A	Youth Div Aide 3 Non-Comp Child&Fam Svcs	Youth Facility Dir 1 Non-Comp Child&Fam Svcs
(11)	5/1/12	11/1/12	Chavis,Karen K	Info Tech Spec 2 Competitive Child&Fam Svcs	Prj Assnt Competitive Ed Main Office
(12)	4/1/12	10/1/12	Dumond,Craig S	Cadet Leader 4 Competitive Child&Fam Svcs	Youth Facility Dir 2 Non-Comp Child&Fam Svcs
(13)	4/1/12	10/1/12	Judge,Mikki L	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 4 Non-Comp Child&Fam Svcs
(14)	5/1/12	11/1/12	Keeganbrady,Lorraine	Ch & Fam Svs Spec 2 Competitive Child&Fam Svcs	Emp Astnc Pgm Assnt M Exempt Labor Mgmnt Cm
(15)	4/1/12	10/1/12	Kinch,Timothy G	Cadet Leader 2 Non-Comp Child&Fam Svcs	Cadet Leader 3 Competitive Child&Fam Svcs
(16)	5/1/12	11/1/12	Lewis,Faye A	Youth Counselor 3 Competitive Child&Fam Svcs	Youth Facility Dir 1 Non-Comp Child&Fam Svcs
(17)	4/1/12	10/1/12	Mack,Jennifer I	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Fac Assnt Dir 3 Non-Comp Child&Fam Svcs
(18)	4/1/12	10/1/12	Mallick,Asghar F	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Facility Dir 4 Non-Comp Child&Fam Svcs
(19)	4/1/12	10/1/12	Smith,Bobby R	Youth Counselor 2 Competitive Child&Fam Svcs	Youth Facility Dir 3 Non-Comp Child&Fam Svcs
(20)	4/1/12	10/1/12	Sullivan,E P	Ch & Fam Svs Spec 2 Competitive Child&Fam Svcs	Youth Facility Dir 4 Non-Comp Child&Fam Svcs
(21)	5/1/12	11/1/12	Travis Jr,William E	Mgr Info Tech Svs 1 Competitive Child&Fam Svcs	Assoc Commr Exempt Child&Fam Svcs
(22)	4/1/12	10/1/12	Ward-Harper,Muriel E	Ch & Fam Svs Spec 3 Competitive Child&Fam Svcs	Assoc Commr Exempt Child&Fam Svcs

(23)	4/1/12	4/1/14	Bania,Robin J	Secy 1 Competitive Comptroller	Artist Designer 3 Non-Comp Comptroller
(24)	4/1/12	10/1/13	Busold,Rose M	Contract Mgt Spec Tr 1 Competitive Comptroller	Exec Secy Exempt Comptroller
(25)	4/1/12	4/1/14	Hughes,Brian D	Cash Mgmt Anlst Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(26)	4/1/12	10/1/13	Molitor,Brianne M	Jr Investment Officer Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller
(27)	4/1/12	4/1/14	Panza,Richard J	Prin Internl Aud Dpa Competitive Comptroller	Assnt Dir Int Audt Exempt Comptroller
(28)	4/1/12	4/1/14	Redlo,Richard S	Assoc Atty Competitive Comptroller	Assnt Counsl Exempt Comptroller
(29)	4/1/12	4/1/14	Reilly,Elaine J	Prin Clerk Competitive Comptroller	Spec Assnt Exempt Comptroller
(30)	3/1/12	3/1/14	Stallone,David	Educ Supvr General Competitive DOCCS Auburn	Supt Corr Fac Non-Comp DOCCS Cayuga
(31)	3/1/12	3/1/14	Artus,Dale A	Corr Captain Competitive DOCCS Bare Hill	Supt Corr Fac Non-Comp DOCCS Wende
(32)	3/1/12	3/1/14	Crawford,Daniel J	Corr Captain Competitive DOCCS Cape Vincen	Deputy Supt Secry S3 Non-Comp DOCCS Gouverneur
(33)	3/1/12	3/1/14	Daly,Joan M	Inst Steward Competitive DOCCS Cayuga	Deputy Supt Admnv S3 Non-Comp DOCCS Cayuga
(34)	3/1/12	3/1/14	Brown,Stephen J	Corr Captain Competitive DOCCS Clinton	Deputy Supt Secry S3 Non-Comp DOCCS Clinton
(35)	3/1/12	3/1/14	Uhler,Donald G	Corr Captain Competitive DOCCS Clinton	Deputy Supt Secry S3 Non-Comp DOCCS Upstate

(36)	4/1/12	4/1/14	Hessel,James D	Corr Captain Competitive DOCCS Collins	Deputy Supt Secrty S3 Non-Comp DOCCS Gowanda
(37)	3/1/12	3/1/14	Burnetbrookwood,Sharon	Parole Revoctn Spec 1 Competitive DOCCS Community Supervision	Prelimnry Hrng Off Pr Non-Comp DOCCS Parole Board
(38)	3/1/12	3/1/14	Crawford,Audrey D	Parole Revoctn Spec 1 Competitive DOCCS Community Supervision	Prelimnry Hrng Off Pr Non-Comp DOCCS Parole Board
(39)	4/1/12	4/1/14	Enright,Ana M	Senr Parole Offcr Competitive DOCCS Community Supervision	Parole Srvs Prgm Spec Non-Comp DOCCS Community Supervision
(40)	4/1/12	10/1/12	Evans,Andrea W	Supvg Parole Offcr Competitive DOCCS Community Supervision	Member Chairman Unclassified DOCCS Parole Board
(41)	3/1/12	9/1/12	Jimenez,Angela B	Senr Parole Offcr Competitive DOCCS Community Supervision	Deputy Commr Pend Exempt DOCCS Community Supervision
(42)	3/1/12	9/1/12	Nesich,Jeffrey W	Dir Financial Admn 4 Competitive DOCCS Community Supervision	Dir Internl Aud Exempt DOCCS Community Supervision
(43)	3/1/12	3/1/14	Perry- Patterson,Chandra	Parole Revoctn Spec 1  Competitive DOCCS Community Supervision	Prelimnry Hrng Off Pr  Non-Comp DOCCS Parole Board
(44)	4/1/12	4/1/14	Roberts,Stephen	Indus Supt Competitive DOCCS Coxsackie	Deputy Supt Admnv S3 Non-Comp DOCCS Fishkill
(45)	3/1/12	3/1/14	Buther,Lucy	Corr Counselor Span L Competitive DOCCS Downstate	Affirm Actn Admr 2 Non-Comp DOCCS Main Office
(46)	3/1/12	3/1/14	Wenderlich,Stephen J	Corr Captain Competitive DOCCS Elmira Cntr	Deputy Supt Secrty S3 Non-Comp DOCCS Elmira Cntr

(47)	4/1/12	10/1/12	Bellnier,Joseph F	Corr Captain Competitive DOCCS Five Points	Deputy Commr Exempt DOCCS Main Office
(48)	3/1/12	3/1/14	Robinson,Grafton G	Corr Captain Competitive DOCCS Five Points	Deputy Supt Secrty S3 Non-Comp DOCCS Auburn
(49)	3/1/12	3/1/14	Keysor,Debbie	Inst Steward Competitive DOCCS Franklin	Deputy Supt Admnv S3 Non-Comp DOCCS Clinton
(50)	3/1/12	3/1/14	Yelich,Bruce S	Supvg Corr Cnslr Competitive DOCCS Franklin	Supt Corr Fac Non-Comp DOCCS Bare Hill
(51)	3/1/12	3/1/14	Graham,Harold D	Corr Captain Competitive DOCCS Great Meadw	Supt Corr Fac Non-Comp DOCCS Auburn
(52)	4/1/12	4/1/14	Franco,Luis A	Supvg Corr Cnslr Competitive DOCCS Green Haven	Deputy Supt Progm S3 Non-Comp DOCCS Green Haven
(53)	4/1/12	4/1/14	Nelson,Patty	Supvg Corr Cnslr Competitive DOCCS Green Haven	Supt Corr Fac Non-Comp DOCCS Taconic
(54)	4/1/12	4/1/14	Joslyn,Anne M	Supvg Corr Cnslr Competitive DOCCS Groveland	Deputy Supt Progm S3 Non-Comp DOCCS Mid-State
(55)	3/1/12	3/1/14	Greis,Philip A	Corr Captain Competitive DOCCS Lakeview	Deputy Supt Secrty S3 Non-Comp DOCCS Collins
(56)	4/1/12	4/1/14	Taylor-Stewart,Joan	Supvg Corr Cnslr Competitive DOCCS Lincoln	Deputy Supt Progm S2 Non-Comp DOCCS Bayview
(57)	3/1/12	3/1/14	Flagler,Bruce W	Corr Captain Competitive DOCCS Livingston	Deputy Supt Secrty S3 Non-Comp DOCCS Wyoming
(58)	4/1/12	4/1/14	Calero,Ana E	Supvg Corr Cnslr Competitive DOCCS Main Office	Inmate Dis Hearing Of Non-Comp DOCCS Main Office
(59)	3/1/12	9/1/12	Desimone,Richard	Senr Attorney Competitive DOCCS Main Office	Assoc Counsel Exempt DOCCS Main Office

(60)	4/1/12	10/1/12	Fischer,Brian S	Dir Admnv Analysis 3 Competitive DOCCS Main Office	Commr Correction Unclassified DOCCS Main Office
(61)	3/1/12	9/1/12	Goetz,Thomas	Senr Attorney Competitive DOCCS Main Office	Assoc Counsel Exempt DOCCS Main Office
(62)	3/1/12	3/1/14	Hallenbeck,David P	Corr Class Analyst Competitive DOCCS Main Office	Supt Corr Fac Non-Comp DOCCS Hale Creek
(63)	4/1/12	4/1/14	Hollmen,Linda	Assnt Dir Corl Acadm E Competitive DOCCS Main Office	Dir Corrl Educ Pgms Non-Comp DOCCS Main Office
(64)	3/1/12	9/1/12	Kennedy,Robert J	Corrl Srvs Fire&Sfy C Competitive DOCCS Main Office	Assnt Commr Exempt DOCCS Main Office
(65)	4/1/12	10/1/12	Knappdavid,Theresa A	Dir Inmate Clssfctn&M Competitive DOCCS Main Office	Assoc Commr Exempt DOCCS Main Office
(66)	3/1/12	3/1/14	Melecio,Phil	Supvg Corr Cnslr Competitive DOCCS Main Office	Deputy Supt Progm S3 Non-Comp DOCCS Coxsackie
(67)	3/1/12	9/1/12	Shepard,Mary J	Secy 1 Competitive DOCCS Main Office	Alcohol Recovy Pg Aide Exempt DOCCS Main Office
(68)	3/1/12	3/1/14	Smith,Joan M	Corr Class Analyst Hs Competitive DOCCS Main Office	Deputy Supt Corrl HCF Non-Comp DOCCS Coxsackie
(69)	4/1/12	4/1/14	Mccarthy,Stephen R	Corr Captain Competitive DOCCS Mid-State	Deputy Supt Secrty S3 Non-Comp DOCCS Mohawk
(70)	4/1/12	4/1/14	Ward,Joseph T	Corr Lieut Competitive DOCCS Mid-State	Deputy Supt Secrty S3 Non-Comp DOCCS Mid-State
(71)	4/1/12	4/1/14	Gregory,Donald J	Supvg Corr Cnslr Competitive DOCCS Mohawk	Deputy Supt Progm S2 Non-Comp DOCCS Butler
(72)	4/1/12	4/1/14	Bartlett,Rickey A	Corr Counselor Competitive DOCCS Monterey	Supt Corr Fac Non-Comp DOCCS Willard DTC

(73)	4/1/12	4/1/14	Demars,John R	Corrl Fclty Prg Admr Competitive DOCCS Moriah	Supt Corr Fac Non-Comp DOCCS Chateaugay
(74)	3/1/12	3/1/14	Constant,G P	Corr Captain Competitive DOCCS Mt Mcgregor	Deputy Supt Secrty S2 Non-Comp DOCCS Mt Mcgregor
(75)	3/1/12	9/1/12	Philbrick,Steven H	Hearing Officer Prl R Non-Comp DOCCS Parole Board	Assoc Counsel Exempt DOCCS Parole Board
(76)	4/1/12	4/1/14	Saunders,Terry J	Supvg Hear Ofer Prl R Non-Comp DOCCS Parole Board	Prin Hearing Of Prl R Non-Comp DOCCS Parole Board
(77)	4/1/12	4/1/14	Frank,Larry G	Educ Supvr Vocational Competitive DOCCS Riverview	Deputy Supt Progm S3 Non-Comp DOCCS Riverview
(78)	4/1/12	4/1/14	Leconey,Patricia E	Corr Captain Competitive DOCCS Riverview	Supt Corr Fac Non-Comp DOCCS Cape Vincen
(79)	4/1/12	4/1/14	Connolly,William J	Corr Captain Competitive DOCCS Sing Sing	Supt Corr Fac Non-Comp DOCCS Fishkill
(80)	4/1/12	4/1/14	Sheahan,Michael	Corr Captain Competitive DOCCS Southport	Deputy Supt Secrty S3 Non-Comp DOCCS Southport
(81)	4/20/12	4/1/14	Williams,Emily Y	Inst Steward Competitive DOCCS Taconic	Deputy Supt Admnv S2 Non-Comp DOCCS Queensboro
(82)	4/1/12	4/1/14	Raimondo,Ann M	Supvg Corr Cnslr Competitive DOCCS Ulster	Deputy Supt Progm S3 Non-Comp DOCCS Ulster
(83)	3/1/12	3/1/14	Pariso,Anthony	Supvg Corr Cnslr ASAT Competitive DOCCS Willard DTC	Deputy Supt Progm S3 Non-Comp DOCCS Willard DTC
(84)	4/1/12	10/1/12	Kennedy,Marion J	Secy 2 Competitive Financial Services	Secy Exempt Financial Services
(85)	4/1/12	10/1/12	Flynn,Dwight Troy	Senr Attorney Competitive Higher Educ Svc	Deputy Consl Exempt Higher Educ Svc

(86)	4/1/12	10/1/12	Magee,Elsa M	Assnt V P Fncl Aid Sv Competitive Higher Educ Svc	Exec Vice Pres Exempt Higher Educ Svc
(87)	3/1/12	9/1/12	Allen,Gregory S	Info Sys Auditor 3 Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(88)	4/1/12	10/1/12	Anderson,Ellen J	Assnt Dir Bur Amb CS Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(89)	4/1/12	10/1/12	Armenia,Gabrielle L	Chf Hlth Care Fscl An Competitive Hlth Main Off	Health Prog Dir 1 Non-Comp Hlth Main Off
(90)	4/1/12	10/1/12	Dubner,Cindi L	Public H Rep 3 Competitive Hlth Main Off	Out of State Service
(91)	4/1/12	10/1/12	Horan,James F	Health Hrg Exmnr Competitive Hlth Main Off	Assnt Counsl Exempt Hlth Main Off
(92)	4/1/12	10/1/12	Lloyd,Vallencia M	Prg Rsch Spec 2 H SA Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(93)	4/1/12	10/1/12	Nolan,Elissa B	Public H Rep 3 Competitive Hlth Main Off	Out of State Service
(94)	4/1/12	10/1/12	Ryan,Barbara L	Dir Labortry Cntr Adn Competitive Hlth Main Off	Health Prog Dir 2 Non-Comp Hlth Main Off
(95)	4/1/12	10/1/12	Scott,Brian Y	Assnt Dir Info Tech S2 Competitive Hlth Main Off	Div Dir Hlth Sys Mgmt Exempt Hlth Main Off
(96)	4/1/12	10/1/12	Tarantino,Daniel J	Assoc Atty Hlth C Reg Competitive Hlth Main Off	Assnt Counsl Exempt Hlth Main Off
(97)	4/1/12	10/1/12	Wilson,John W	Health Prog Admr 4 Competitive Hlth Main Off	Health Prog Dir 1 Non-Comp Hlth Main Off
(98)	4/1/12	10/1/12	Dixon,Rene T	Secy 1 Competitive Housng & Comm Ren	Secy 2 Non-Comp Housng & Comm Ren

(99)	4/1/12	10/1/12	Wollman,Susan H	Assoc Atty Competitive Housng & Comm Ren	Assoc Counsel Exempt Housng & Comm Ren
(100)	3/1/12	9/1/12	Downey,Caroline J	Supvg Attorney Competitive Human Rights	Counsel Exempt Human Rights
(101)	3/1/12	9/1/12	Dejohn,Sandra M	Secy 1 Competitive Labor Mgmnt Cm	Conf Stenographer Exempt Labor Mgmnt Cm
(102)	4/1/12	10/1/12	Rivera,Angel	Law Dept Invest 2 Competitive Law	Spec Investgtr Competitive Med Fraud Cntrl
(103)	4/1/12	10/1/12	Sajja,Prameela R	Secy 1 Competitive Law	Secy Exempt Law
(104)	4/1/12	10/1/12	White,Terri E	Secy 1 Competitive Law	Secy Exempt Law
(105)	4/1/12	10/1/12	Vanbramer,Jayne M	Mental Hyg Pgm Ev S2 Competitive MH Main Office	Assoc Commr Mntl Hlth Non-Comp MH Main Office
(106)	4/1/12	10/1/12	Richter,Dale F	Senr Motor Veh Invest Competitive Motor Vehicles	Investigator Sig Exempt St Inspectr Gen
(107)	5/1/12	11/1/12	Hogle,Richard R	Assoc Atty Competitive OASAS Main Off	Assoc Counsel Exempt OASAS Main Off
(108)	4/1/12	10/1/12	Monson,Charles W	OASAS Prg Mgr 2 Competitive OASAS Main Off	Assoc Commr Exempt OASAS Main Off
(109)	4/1/12	10/1/12	Wilson,Monica	Senr Persnl Admr Competitive OASAS Main Off	Program Mgr Exempt OASAS Main Off
(110)	3/1/11	9/1/12	Viggiani,David	Contract Mgt Spec 2 Competitive OPWDD Finger Lakes	Spec Assnt Exempt OPWDD Main Office
(111)	4/1/12	10/1/12	Cottrell,Kevin E	Grants In Aid Pgm A 1 Non-Comp P&R Niagara	Out of State Service

(112)	1/1/12	7/1/12	Bologna,Christine M	Secy 1 Competitive SU Admin	Secy Exempt SU Admin
(113)	1/1/12	7/1/12	Deyo,Carole A	Keyboard Spec 1 Competitive SU Admin	Secy Exempt SU Admin
(114)	4/1/12	10/1/12	Collins,Gary N	Plant Util Engr 2 Competitive SU Cobleskill	Staff Assistant Unclassified SU Cobleskill
(115)	4/1/12	10/1/12	Williams,Jalisa D	Affirm Actn Admr 1 Competitive Tax& Finance	Affirm Actn Admr 2 Non-Comp Tax& Finance
(116)	4/1/12	10/1/12	Woodward,Jamie A	Dir Tax Processing Competitive Tax& Finance	Exec Dpty Commr Exempt Tax& Finance
(117)	5/1/12	11/1/12	Kennedy,John F	Temp Assnce Spec 2 Competitive Tmp&Disabl Asst	Program Mgr Exempt Tmp&Disabl Asst
(118)	5/1/12	11/1/12	Welsh,Kelly	Secy 1 Competitive Tmp&Disabl Asst	Secy 2 Non-Comp Tmp&Disabl Asst
(119)	4/1/12	10/1/12	Sporn,Heather	Assoc Landscape Archt Competitive Tr Manhtn Reg11	Spec Assnt Exempt Tr Main Office
(120)	4/1/12	10/1/12	Beloten,Robert E	Comp Claims Referee Competitive Workers Comp	Chairman Wkrs Comp Bd Unclassified Workers Comp

**4. STAFFING SERVICES/REINSTATEMENTS - APPROVED EFFECTIVE 3/13/12**

4.6 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)	04/22/1993	02/03/2000	Morabito, Eric	Weights and Measures Specialist 1 Agriculture and Markets
(2)	04/25/1988	08/26/2004	Danielski, Tina	Developmental Assistant 3 OPWDD
(3)	07/12/1982	11/15/1996	Miller, Joseph M.	Information Tech. Specialist 3 State Comptroller, Office of the
(4)	06/21/1990	05/18/2006	Katz, Shaun	Project Manager 1 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.	437H	1-15	Accounting and Auditing	1/7/12	OC/PROM
2.	437H	46-60	Accounting and Auditing	1/7/12	OC/PROM
3.	438H	56-60	Environmental Analyst/ Planner/Technician	1/7/12	OC/PROM
4.	440H	1-15	Audio-Visual/Electronic/ Micro-Computer	1/7/12	OC/PROM/ NCP
5.	440H	121-135	Audio-Visual/Electronic/ Micro-Computer	1/7/12	OC/PROM/ NCP
6.	448H	91-105	Administration	1/7/12	OC
7.	450H	31-45	Tax Compliance Manager	1/7/12	PROM
8.	459H	1-15	Housing and Community Development	1/7/12	OC/PROM
9.	460H	106-120	Careers in Labor Services	1/7/12	PROM
10.	462H	1-15	Careers in Labor Services	1/7/12	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.	415-H	16-30	Motor Vehicle License Examiner Series	12/3/11	OC/Prom
	416-H	1-15	Motor Vehicle License Examiner Series	12/3/11	Prom

**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>
2.	432-H	1-45	Local Information Tech Managers	12/3/11	OC/Prom/NCP
	433-H	1-15 31-105	Local Information Tech Managers	12/3/11	OC/Prom/NCP
	434-H	1-15 46-75	Local Information Tech Managers	12/3/11	OC/Prom/NCP
3.	447-H	31-45	Administration Series	1/7/12	OC/Prom/NCP
4.	457-H	76-90	Legal Services	1/21/12	OC/Prom
5.	458-H	1-30 91-120	Housing & Community Development	1/21/12	OC/Prom
6.	448-H	61-75	Administration	1/7/12	OC/Prom

**5. TESTING SERVICES / PRIOR APPROVALS**

**THERE WERE NO ITEMS FOR MARCH 2012 CALENDAR**

## 6. MERIT AWARDS

If awards are approved as recommended by the Suggestion Program staff, the cash awards granted will amount to \$549.00, of which \$225.00 will be paid by the Department of Civil Service.

- 6.4 *Suggestion No. 403386* - from the Workers' Compensation Board (WCB) for Gregory Holmes, a Grade 16 Compensation Investigator 1 who proposed that the Receivable Management Systems, which acts as a collection agency for the (WCB), be required to update the Board's IC2 system without delay whenever they receive a payment on behalf of the Board. This addresses the waiting period, which is usually several weeks, between when an employer submits payment and the WCB is notified of such payment. It further addresses the time being spent trying to determine whether or not payment has been received. This suggestion was implemented August 25, 2011. The suggestion committee for WCB reported that NYS employers now receive confirmation almost immediately from the Board that their payment was received. As a result of this suggestion, the Board also contacted its other collection agency and requested they too notify the Board immediately of payments received. The committee determined the suggestion was not job related and recommended a tangible cash award of \$224.00 (10% of the first year's savings) and a certificate of merit.

### APPROVED

- 6.5 *Suggestion No. 405087* - from the Department of Taxation and Finance (DTF) for Michael George and Doug Meerschaert, Grade 14 Tax Services Representative 2's. Prior to converting to a new system, call center staff had been recorded by a central system, those calls were then scored by supervisory staff for Quality Review and coaching purposes. With the new system, reviews are being done using a Silent Monitoring feature whereby supervisory staff listen in on live calls. Mr. George and Mr. Meerschaert jointly proposed that the built -in sound recording feature of Microsoft Windows be utilized to record the Silent Monitoring sessions. This would allow sessions to be calibrated and reviewed thus making the scores more accurate and would also help to improve the quality of calls handled. This suggestion was implemented October 24, 2011. The suggestion committee for DTF reported that the suggestion has proven its effectiveness to their Quality Review coaches and supervisory staff and is an innovative, original and ingenious idea. They further indicated that a certified Recording Package could cost in the millions while no cost to the department was incurred by implementing this suggestion. The committee determined the suggestion was not job related and recommended an intangible award of \$300.00, \$150 for each suggester and individual certificates of merit.

### APPROVED

- 6.6 *Suggestion No. 406911* – from the Department of Taxation and Finance (DTF) for Malissa Carr, a Grade 6 Keyboard Specialist who proposed that employees set their default printer preferences to job storage mode when printing sensitive taxpayer data. They would then use a secure ID to retrieve the data when they go to the printer. This would prevent others from picking up printed information that does not belong to them and/or the mingling of sensitive data not intended for them. The suggestion was implemented November 14, 2011. The suggestion committee for DTF reported that instructions for setting the default for secure print jobs was placed on their intranet site as well as a “Security Tip of the Month” sent to all employees which included a link to the instructions. The committee determined the suggestion was not job related and recommended a certificate of merit.

**APPROVED**

- 6.7 *Suggestion No. 409735* – from the Department of Taxation and Finance (DTF) for Lisa Sarnacki, a Grade 14 Taxpayer Services Specialist 1 who proposed that the Survivor’s Affidavit Form be made available on the Department’s public website. Previously a survivor of a descendant in receipt of a tax refund check made out to the descendant had to request the form in order to have the check re-endorsed in their own name. This suggestion was implemented July 11, 2011. The suggestion committee for DTF reported that the form can now be downloaded from their website. The Committee determined the suggestion was not job related and recommended an intangible award of \$25 and a certificate of merit.

**APPROVED**

- 6.8 *Suggestion No. 410641* – from the Division of State Police (DSP) for Kenneth Kippen, a Sergeant who proposed processing three originals of their station leases instead of the current seven. The Office of the State Comptroller, State Police Division Headquarters and the landlord would each receive an original and the other four entities would receive an electronic copy. This suggestion was implemented November 6, 2011. The suggestion committee for DSP reported that a small amount of money would be saved due to decreased mailings. The Committee determined the suggestion was entirely job related and recommended a certificate of merit.

**APPROVED**

## **7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 3/13/12**

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>
Agriculture & Markets	06000	00009 00011 00030	Special Assistant Special Assistant Secretary
Children & Family Services	25000	12726	Community Relations Specialist
Civil Service	08000	93904	Counsel
Corrections and Community Supervision	10870	60003	Executive Assistant
Education	11000	06001 21245 27301	Assistant Commissioner Assistant Counsel Assistant Commissioner
General Services	01050	00116 11252	Assistant Director Public Information Building Superintendent
Joint Commission Public Ethics	19005	00009	Associate Counsel
Labor Management	21220	00712	Confidential Stenographer
Law Department	03000	00115 06544 06900 09130	Confidential Clerk Investigator Investigator Investigator
Racing & Wagering Board	01510	04401 04404 04406 04407 04901 04902 04903 04904	Presiding Judge Associate Judge Investigator Recording Judge Presiding Judge Starter Associate Judge Associate Judge

<u>Agency</u>	<u>Code</u>	<u>Item Nos.</u>	<u>Title</u>
Racing & Wagering (cont.)		04905 04907	Assistant to Presiding Judge Recording Judge
Taxation & Finance	20010	05000	Deputy Commissioner
Temporary and Disability Assistance	27000	25000	Deputy Commissioner
Thruway Authority	55090	00038	Director Public Information
Workers' Compensation	14010	02172	Workers' Compensation Fraud IG

**Total: 31**

**8. SECTIONS 55-B and C - APPROVED EFFECTIVE 3/13/12**

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>
Children & Family Services	Vocational Rehabilitation Counselor
Comptroller	Clerk 1
Labor Department	Employment Counselor

Section 55-b – 2 positions  
Section 55-c – 1 position

(As of January 13, 2012 there were 1025 55-b and 101 55-c positions filled)

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

MARCH 2012

<u>CODE</u>	<u>SUBJECT</u>	<u>PAGES</u>
1	Municipal Service	1 (A-H)
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-D)
4	Staffing Services	
	Backdates	
	Leaves of Absence	4 (D)
	Reinstatements	4 (E)
5	Testing Services	
	Committee on Appeals	5 (F)
	Prior Approvals	
6	Merit Awards	6 (G)
	Employee Suggestions	
	Agency Committee Nominations	
7	Vacant Exempt Class Positions	7 (H)
8	Section 55 b/c	8 (I)
9	Investigations	
10	New Business	