

STATE OF NEW YORK
CIVIL SERVICE COMMISSION
ALBANY, NEW YORK

November 16, 2011

1. MUNICIPAL SERVICE

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

Approved

- 1.80 (B) NASSAU COUNTY CIVIL SERVICE COMMISSION. Request for Commission approval of two resolutions amending the Appendices of the Nassau County Civil Service Rules.

Approved with the following exceptions:

***In all School Districts* – The State Commission disapproved the request to place Internal Controls Auditor in the exempt class based on the lack of compelling justification.**

***In BOCES* – The State Commission disapproved the request to place Safety Training Assistant (part-time) in the non-competitive class based on the practicability of examination and the lack of a demonstration of contemporaneous recruitment difficulty.**

***In the Department of Social Services* – The State Commission disapproved the request to place the Deputy Commissioner of Social Services for Fiscal Management in the non-competitive class (designated policy influencing/confidential) due to the lack of compelling justification and the fact that the position does not have the authority pursuant to local law to act for and in place of the Commissioner.**

- 1.81 (C) CITY OF OSWEGO PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Appendices of the City of Oswego Civil Service Rules.

Approved

- 1.82 (D) ROCKLAND COUNTY COMMISSIONER OF PERSONNEL. Request for Commission approval of the resolution amending the Appendices of the Rockland County Civil Service Rules.

Approved with the following exceptions:

In the Office of the District Attorney – The State Commission disapproved the request to place Confidential Aide to the District Attorney in the exempt class without prejudice for a request that includes a more complete summary of the duties and responsibilities of the position, including preferred qualifications, and a full explanation as to how competitive and non-competitive examination is not practicable.

In the Rockland County Solid Waste Management Authority – The State Commission approved the placement of the Director of Finance in the non-competitive class (designated policy influencing/confidential) pursuant to section 20(2) of Civil Service Law.

In the Office of the Sheriff – The State Commission approved placement of the Confidential Investigator (Computer Crimes) in the non-competitive class until first vacant after November 16, 2011, based on the unique experience the incumbent brings to the position and the current role the position plays in the function of the Sheriff's Office. Once vacated, the duties, responsibilities and minimum qualifications should be reviewed, and the position shall be filled competitively.

In the Office of the Sheriff – The State Commission disapproved the request to place Food Services Coordinator in the non-competitive class based on the practicability of competitive examination.

In the Town of Clarkstown – The State Commission disapproved the request to place the Economic Development Specialist (Towns) (part-time) in the non-competitive class (designated policy influencing/confidential) based on the lack of compelling evidence and the practicability of competitive examination.

In the Town of Haverstraw – The State Commission disapproved the request to place Animal Control Officer II (part-time) in the non-competitive class based on the practicability of competitive examination and the lack of compelling evidence, which includes a demonstration of an aggravated recruitment difficulty.

In the Village of Spring Valley – The State Commission calendared the request to place the Community Development Specialist (part-time) in the non-competitive class (designated policy influencing/confidential) to allow Rockland County time to submit additional information supporting the request. This information shall be provided with sufficient time for staff to review and present a final analysis to the State Commission for determination at the February 2012 meeting.

Office of Fire and Emergency Services and Department of Health – The State Commission disapproved without prejudice the requests to place Fire Instructor I-IV (PT) (Relief), EMS Instruction Assistant (PT) (Relief), EMS Instructor (PT) (Relief), EMS Laboratory Instructor (PT) (Relief), and EMS Instruction Supervisor (PT) (Relief) due to the fact that the designation and definition of "relief" was unclear and that the request

was flawed in that the County was proposing a single position title while appointing more than one employee to each position, which is inconsistent with Law and Rule. A new submission should include a request to either pluralize the requests or indicate a specific number of positions; it should also include a clear definition of the term “relief” and what such a designation entails. The request to delete Fire Instruction Aides (PT) and Fire Instructors was disapproved without prejudice.

In the Office of the Sheriff – The State Commission calendared the request to place Community Liaison Officers (Relief) in the non-competitive class in order for staff to gather more information regarding how New York City fills such positions, and for Rockland County to provide any additional clarifying information that may be applicable. This information shall be provided with sufficient time for staff to review and present a final analysis to the State Commission for determination at the February 2012 meeting.

1.83 (E) CITY OF RENSSELAER CIVIL SERVICE COMMISSION. Progress on the Merit System Administration Report for the City of Rensselaer Civil Service Commission.

The State Civil Service Commission recognized the progress made by the City Commission in implementing the five recommendations which are outstanding, but indicated also that implementation of the outstanding recommendations were critical to effective merit system administration. The State Commission directed staff to provide assistance to the City Commission in identifying specific actions needed to certify the payroll, update the agency roster, and advise the City Commission of the actions needed to correct the discrepancies noted. An eleventh follow-up report is to be submitted by the City Commission by a date to be established once Commission staff has met with the City Commission.

1.84 (F) 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 Civil Service Commission approved exempt jurisdictional classification of the following titles in the New York City Department of Environmental Protection: Secretary to the Commissioner (TC# 12876); Executive Assistant to the Commissioner (DEP); and Chauffeur-Attendant (DEP).

The State Commission approved non-competitive (policy influencing/confidential) jurisdictional classification of the following titles: Assistant Secretary to the Commissioner (DEP); and Secretary to the Executive Deputy Commissioner (DEP) (3 positions).

The State Commission approved deletion of the following titles from the exempt class: Assistant to the President (TC# 13210) and Secretary (TC#12851) in the Board of Water Supply; and Secretary to the Commissioner (TC#12876) in the Department of Air Pollution Control.

The State Commission approved deletion of the following titles from the non-competitive class: Assistant Secretary (Board of Water Supply)(TC#12802); Secretary to the Administrator (1 position)(TC# 95096); and Secretary to the Deputy Administrator (1 position)(TC# 95097) in the 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:						
STATUTORY CRITERIA PRE-OCTOBER 7, 2008						
Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1. Cunningham, Jay J.	6.75	Albany, City of - Housing Authority Director of AHA Security Operations NonComp nonPolicy	01/01/2012 12/31/2013	\$74,303	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.						
2. Brandt, Gary A.	2.75	Monroe County - Brighton, Town of Director of Personnel Competitive	09/01/2011 12/31/2011	\$45,000	Yes	Approved
The State Commission approved the request for the period of 09/01/11-12/31/11.						
3. Gosnell, Richard J.	6.00	Monroe County - District Attorney's Office Violent Felony Offense Investigator NonComp Policy	11/01/2011 10/31/2013	\$52,250	Yes	Approved
The State Commission approved the request for the period of 11/01/11-10/31/13.						
4. Chajkewicz, Stephen F.	4.50	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$67,110	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. If approval is sought beyond 12/31/11, the eligible list must be canvassed so a determination may be made if there are any qualified non-retirees available for appointment.						
5. Cummings, Kevin G.	7.75	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$74,809	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. If approval is sought beyond 12/31/11, the eligible list must be canvassed so a determination may be made if there are any qualified non-retirees available for appointment.						

6.	Duffy, Gary R.	4.00	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$84,058	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. If approval is sought beyond 12/31/11, the eligible list must be canvassed so a determination may be made if there are any qualified non-retirees available for appointment.							
7.	Faust, John H.	5.00	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$84,058	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. If approval is sought beyond 12/31/11, the eligible list must be canvassed so a determination may be made if there are any qualified non-retirees available for appointment.							
8.	Marshall, Bernard T.	4.50	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$67,110	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. If approval is sought beyond 12/31/11, the eligible list must be canvassed so a determination may be made if there are any qualified non-retirees available for appointment.							
9.	O'Brien, Patrick J.	4.50	Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive	10/01/2011 09/30/2013	\$65,574	Yes	Withdrawn
The request was withdrawn by the agency.							
10.	Grasing, Kevin P.	4.00	Nassau County - Oceanside Fire District Treasurer Exempt	01/01/2012 12/31/2013	\$89,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
11.	Felitto, Lawrence M.	2.00	Oneida County-Village of Yorkville Public Works Superintendent NonComp Policy	01/01/2012 12/31/2013	\$42,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
12.	Markert, Donald B.	0.00	Onondaga County - District Attorney's Office Confidential District Attorney Investigator II Exempt	09/19/2011 09/18/2013	\$50,367	Yes	Approved
The State Commission approved the request for the period of 09/19/12-09/18/13.							

13.	Fassett, Mark H.	4.50	Otsego County - Cooperstown, Village of Police Sergeant Competitive	10/01/2011 09/30/2013	\$50,540	Yes	Approved
The State Commission approved the request for the period of 10/01/11-09/30/13.							
14.	Betts, David A.	1.50	Suffolk County - Southampton, Town of Chief Town Investigator Competitive	07/01/2011 12/31/2012	\$74,256	Yes	Approved
The State Commission approved the request for the period of 07/01/11-12/31/12.							
15.	Huskie, Michael C.	8.00	Warren County - District Attorney's Office Investigator (District Attorney) Exempt	01/01/2012 12/31/2013	\$30,963	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
16.	Morra, Richard M.	3.25	Westchester County - District Attorney's Office Senior Criminal Investigator Exempt	01/01/2012 12/31/2013	\$118,410	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
17.	Velez, Luis	6.25	Westchester County - District Attorney's Office Deputy Chief Criminal Investigator Exempt	01/01/2012 12/31/2013	\$138,535	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
18.	Velez, Peter A.	9.75	Westchester County - District Attorney's Office Criminal Investigator Exempt	01/01/2012 12/31/2013	\$101,225	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							

2.	PENSION WAIVERS FOR RETIREES / LOCAL						ACTION AS INDICATED
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
STATUTORY CRITERIA POST-OCTOBER 7, 2008							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	Klopott, Zvi S.	0.50	Albany County - Capital Region BOCES Child and Adolescent Psychiatrist (PT) Competitive	10/01/2011 09/30/2013	\$10,000	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 the Albany County Civil Service Department conduct an examination to determine if there are any qualified non-retirees available for appointment.							

2.	Wise, Stephen P.	0.00	Monroe County - Churchville Chili Central School District Director of School Safety & Security Competitive	09/01/2011 08/31/2013	\$55,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 09/01/11-06/30/12. Approval through 06/30/12 was granted with the stipulation that the Monroe County Department of Human Resources conduct an examination to determine if there are any qualified non-retirees available for appointment. Approval through 06/30/12 will also avoid a disruption in the School District's security operations during the 2011-2012 school year.							
3.	Small, Steven C.	2.75	Monroe County- North East Joint Fire District Secretary Exempt	01/01/2012 12/31/2013	\$61,000	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
4.	McCarthy, David K.	0.00	Nassau County - District Attorney's Office Special Investigator I (Collision Investigation) Competitive	10/01/2011 09/30/2013	\$46,921	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 the Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
5.	Byrnes, Edward F.	0.00	Suffolk County - District Attorney's Office Assistant Special Investigator Exempt	05/16/2011 12/31/2011	\$63,345	Yes	Retroactive Approval
The State Commission approved the retroactive request for the period of 05/16/11-12/31/11, based on the fact that there is an urgent need for Mr. Byrnes services in the position. If approval is sought beyond 12/31/11 a formal recruitment effort must be conducted.							
6.	Lindahl Jr., Kenneth F.	0.00	Suffolk County - Huntington, Town of Town Director of Public Safety Unclass	06/26/2011 06/25/2013	\$120,000	Yes	Approved
The State Commission approved the request for the period of 06/26/11-06/25/13.							
7.	Orrego, Michael S.	0.00	Sullivan County - District Attorney's Office District Attorney's Investigator 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.							

8.	Kathpalia, Salil	0.00	Sullivan County - Sullivan County Community Services Contractual Psychiatric Services	06/30/2011 12/31/2012	\$90,000	Yes	Disapproved
The State Commission disapproved the request. The retiree has returned to work within one year of retirement to a position that is "same or similar" to the position from which he retired. This is not a determination on Dr. Kathpalia's continued employment, but rather the appropriateness of collecting a salary and a pension as a retired person.							
9.	Shaver, Myron M.	0.00	Warren County – Glens Falls City School District Bus Driver NonComp nonPolicy	01/01/2011 12/31/2011	\$31,000	Yes	Retroactive Approval
The State Commission approved the retroactive request for the period of 01/01/11-12/31/11, based on the fact that there is an urgent need for Mr. Shaver services in the position. If approval is sought beyond 12/31/11 a formal recruitment effort must be conducted.							
10.	Carpentier, Alison A.	0.00	Yonkers, City of - Office of the Inspector General Contractual Investigative Services	10/01/2011 09/30/2013	\$65,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-09/05/12. Ms. Carpentier's contract with the City of Yonkers terminates on 09/05/12. If approval is sought beyond 09/05/12, a formal and nearly contemporaneous recruitment effort must be undertaken.							

2. PENSION WAIVERS FOR RETIREES / STATE		ACTION AS INDICATED					
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
STATUTORY CRITERIA PRE-OCTOBER 7, 2008							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	Beshara, Michael	9.00	Attorney General's Office Investigator Exempt	01/01/2012 12/31/2013	\$67,783	Yes	Approved
The State Commission approved the request for the period of 01/01/12-12/31/13.							
2.	Bluszcz, Frank	2.00	Attorney General's Office Investigator Exempt	11/07/2011 11/06/2013	\$79,420	Yes	Approved
The State Commission approved the request for the period of 11/07/11-11/06/13.							
3.	Ferguson, Garry	10.00	Attorney General's Office Investigator Exempt	11/01/2011 10/31/2013	\$76,900	Yes	Approved
The State Commission approved the request for the period of 11/01/11-10/31/13.							
4.	Foruria, Pedro	4.00	Attorney General's Office Investigator Exempt	11/06/2011 11/05/2013	\$63,578	Yes	Approved
The State Commission approved the request for the period of 11/06/11-11/05/13.							
5.	Fuentes, Hector	10.00	Attorney General's Office Investigator Exempt	12/17/2011 12/16/2013	\$69,816	Yes	Approved
The State Commission approved the request for the period of 12/17/11-12/16/13.							
6.	Lavery, Dennis J.	10.00	Attorney General's Office Investigator Exempt	11/25/2011 11/24/2013	\$69,816	Yes	Approved
The State Commission approved the request for the period of 11/25/11-11/24/13.							
7.	McManus, John	10.00	Attorney General's Office Investigator Exempt	11/27/2011 11/26/2013	\$94,632	Yes	Approved
The State Commission approved the request for the period of 11/27/11-11/26/13.							
8.	Quinn, Gerard J.	12.00	Attorney General's Office Investigator Exempt	11/11/2011 11/10/2013	\$79,570	Yes	Approved
The State Commission approved the request for the period of 11/11/11-11/10/13.							

9.	Reidy, John F.	12.00	Attorney General's Office Investigator Exempt	10/27/2011 10/26/2013	\$100,498	Yes	Approved
The State Commission approved the request for the period of 10/27/11-10/26/13.							
10.	Sauter, Jeffrey G.	6.00	Attorney General's Office Investigator Exempt	11/17/2011 11/16/2013	\$57,108	Yes	Approved
The State Commission approved the request for the period of 11/17/11-11/16/13.							
11.	Serra, James	6.00	Attorney General's Office Investigator Exempt	11/14/2011 11/13/2013	\$79,471	Yes	Approved
The State Commission approved the request for the period of 11/14/11-11/13/13.							
12.	Gleeson, William M.	2.00	Inspector General's Office Investigator Exempt	11/17/2011 11/16/2013	\$83,656	Yes	Approved
The State Commission approved the request for the period of 11/17/11-11/16/13.							
13.	Santana, Roberto	2.00	Inspector General's Office Investigator Exempt	11/17/2011 11/16/2013	\$83,656	Yes	Approved
The State Commission approved the request for the period of 11/17/11-11/16/13.							

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

3. EXECUTIVE

3.62 (A) DEPARTMENT OF LABOR. Request for Commission approval of non-competitive classification of the following positions:

Immigrant Workers Specialist 1 (13)
Immigrant Workers Specialist 2 (1)

(Control No. 11-025)

APPROVED (not phi) –IMMIGRANT WORKERS SPECIALIST 1 INCREASED FROM 2 to 15 AND IMMIGRANT WORKERS SPECIALIST 2 INCREASED FROM 2 to 3 IN APPENDICES.

3.63 (B) OFFICE OF MENTAL HEALTH. Request for Commission re-approval of non-competitive classification of an additional position of Advocacy Specialist 2. Approval had been granted at a previous Commission meeting however the resolution expired prior to being adopted and is therefore being re-proposed in order for it to be permanently adopted and recorded in the Civil Service Rules. (Control No. 10-021(2))

APPROVED (not phi)

3.64 (C) OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION. Request for Commission approval of non-competitive classification of two positions of Research and Collections Technician which they are asking to have established. (Control No. 11-015)

APPROVED (not phi)

3.65 (D) DEPARTMENT OF STATE. Request for Commission approval of exempt classification of the position of Special Assistant. (Control No. 11-026)

APPROVED

3.66 (E) FOR COMMISSION CONSIDERATION. Matter of deleting the subheading Consumer Protection Board and the positions listed thereunder and add, increase, decrease and/or delete positions in the Department of State.

APPROVED

3.67 (F) FOR COMMISSION CONSIDERATION. Matter of deletion of the following obsolete position from the non-competitive class listing:

Office of General Services

Refuse Derived Fuel Plant Mechanical Specialist (2)

APPROVED

3.68 (G) FOR COMMISSION CONSIDERATION. Request from several agencies to suspend the Attendance Rules for employees in the Chisholm State Office Building in Brooklyn, NY due to a fire in an underground transformer causing smoke and flames and rendering the building unsafe for occupancy.

APPROVED

3.69 (H) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held October 20, 2011.

APPROVED

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 WITH THE EXCEPTION OF NUMBER 67 WHICH WAS APPROVED FROM 10/14/10 THROUGH 4/1/12 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.

4.19 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)	12/1/11	6/1/12	Colafati, Dominic P	Assnt Chf Bdgt Exr Pf Competitive Budget	Chf Budget Exmr Non-Competitive Budget
(2)	12/1/11	6/1/12	Holland, Lynn	Assoc Budget Exmr P F Competitive Budget	Spec Assnt Exempt Budget
(3)	12/1/11	6/1/12	Xu, Qiang	Econometrician 2 Competitive Budget	Chf Budget Exmr Non-Competitive Budget
(4)	12/3/11	6/1/12	Impicciatore, Joseph M	Youth Counselor 2 Competitive Child&Fam Srvcs	Facilities Mgr Non-Competitive Child&Fam Srvcs
(5)	12/1/11	6/1/12	Donegan, Michael F	Assoc Atty Competitive Comm of Correct	Counsel Exempt Comm of Correct
(6)	1/1/12	7/1/12	Becker, Margaret N	Assnt Dir St Payr Aud Competitive Comptroller	Deputy Comptroller Exempt Comptroller
(7)	12/1/11	6/1/12	Guglielmo, Corinne	Secy 2 Competitive Comptroller	Out of State Service
(8)	1/1/12	7/1/12	Langenbach, Nancy	Secy 1 Competitive Comptroller	Secy 2 Non-Competitive Comptroller
(9)	11/1/11	5/1/12	Gerbing, Kathleen G	Inst Steward Competitive DOCCS Arthur Kill	Deputy Supt Admnv S 3 Non-Competitive DOCCS Arthur Kill

(10)	11/1/11	5/1/12	Burnell,Patricia L	Inst Steward Competitive DOCCS Cape Vincen	Deputy Supt Admnv S 2 Non-Competitive DOCCS Ogdensburg
(11)	11/1/11	5/1/12	Ekpe,Ekpe D	Corr Counselor Competitive DOCCS Cape Vincen	Supt Corr Fac Non-Competitive DOCCS Watertown
(12)	11/1/11	5/1/12	Otis,Gerald J	Inst Steward Competitive DOCCS Chateaugay	Deputy Supt Admnv S 3 Non-Competitive DOCCS Upstate
(13)	11/1/11	5/1/12	Knapp,Paul M	Plant Supt A Competitive DOCCS Clinton	Supt Corr Fac Non-Competitive DOCCS Ogdensburg
(14)	11/1/11	5/1/12	Lempke,John B	Corr Captain Competitive DOCCS Collins	Supt Corr Fac Non-Competitive DOCCS Gowanda
(15)	11/1/11	5/1/12	Powers,William M	Supvg Corr Cnslr Competitive DOCCS Collins	Supt Corr Fac Non-Competitive DOCCS Albion
(16)	11/1/11	5/1/12	Martuscello,Daniel F	Corr Captain Competitive DOCCS Coxsackie	Supt Corr Fac Non-Competitive DOCCS Coxsackie
(17)	11/1/11	5/1/12	Maly,John C	Corr Captain Competitive DOCCS Downstate	Deputy Supt Secrty S3 Non-Competitive DOCCS Shawangunk
(18)	11/1/11	5/1/12	Coleman,John T	Corr Captain Competitive DOCCS Eastern NY	Deputy Supt Secrty S2 Non-Competitive DOCCS Fulton
(19)	11/1/11	5/1/12	Hester,Andrea B	Educ Supvr General Competitive DOCCS Eastern NY	Deputy Supt Admnv S 2 Non-Competitive DOCCS Taconic
(20)	11/1/11	5/1/12	Breslin,Dennis J	Supvg Corr Cnslr Competitive DOCCS Edgecombe	Supt Corr Fac Non-Competitive DOCCS Arthur Kill
(21)	11/1/11	5/1/12	Mckoy,Jeff	Supvg Corr Cnslr Competitive DOCCS Fishkill	Supt Corr Fac Non-Competitive DOCCS Greene
(22)	11/1/11	5/1/12	Thomas,Gail S	Supvg Corr Cnslr Competitive DOCCS Fishkill	Supt Corr Fac Non-Competitive DOCCS Beacon

(23)	11/1/11	5/1/12	Rabsatt,Calvin O	Corr Captain Competitive DOCCS Gouverneur	Supt Corr Fac Non-Competitive DOCCS Riverview
(24)	11/1/11	5/1/12	Haponik,Gayle A	Inst Steward Competitive DOCCS Green Haven	Deputy Commr Exempt DOCCS Main Office
(25)	11/1/11	5/1/12	Heath,Philip D	Supvg Corr Cnslr Competitive DOCCS Greene	Supt Corr Fac Non-Competitive DOCCS Sing Sing
(26)	11/1/11	5/1/12	Moscicki,Ronald W	Corr Captain Competitive DOCCS Lakeview	Supt Corr Fac Non-Competitive DOCCS Lakeview
(27)	11/1/11	5/1/12	Crowley,Dennis	Supvg Corr Cnslr Competitive DOCCS Lincoln	Supt Corr Fac Non-Competitive DOCCS Queensboro
(28)	11/1/11	5/1/12	Bellamy,Karen R	Assnt Dir Inmate Gr Prg Competitive DOCCS Main Office	Dir Inmate Grv Prg Non-Competitive DOCCS Main Office
(29)	11/1/11	5/1/12	Casterline,David B	Plant Supt B Competitive DOCCS Main Office	Deputy Supt Admnv S 3 Non-Competitive DOCCS Washington
(30)	11/1/11	5/1/12	Dimura,Paul M	Corrl Svcs Intrnl A 2 Competitive DOCCS Main Office	Coord Corrl Svcs Emp I Non-Competitive DOCCS Main Office
(31)	11/1/11	5/1/12	Gecewicz,James K	Corrl Indus Instl&R T Non-Competitive DOCCS Main Office	Corrl Indus Sales Rep Exempt DOCCS Main Office
(32)	11/5/11	5/1/12	Kopp,Marlyn	Mental Hlth P S2 DOCS Competitive DOCCS Main Office	Assnt Dpty Supt Non-Competitive DOCCS Bedfrd Hills
(33)	11/1/11	5/1/12	Matthews,Mark C	Senr Budgetg Anlyst Competitive DOCCS Main Office	Deputy Supt Admnv S 3 Non-Competitive DOCCS Coxsackie
(34)	11/1/11	5/1/12	Vann,Mary Jane	Corr Class Analyst Competitive DOCCS Main Office	Deputy Supt Progm S 2 Non-Competitive DOCCS Adirondack
(35)	11/1/11	5/1/12	Ogorman,James A	Corr Captain Competitive DOCCS Queensboro	Dir Crisis Intrvtn Pg Non-Competitive DOCCS Main Office

(36)	11/1/11	5/1/12	Porter,Elnora	Supvg Corr Cnslr Competitive DOCCS Queensboro	Deputy Supt Progm S 3 Non-Competitive DOCCS Altona
(37)	11/1/11	5/1/12	Cunningham,Robert F	Supvg Corr Cnslr Competitive DOCCS Shawangunk	Supt Corr Fac Non-Competitive DOCCS Woodbourne
(38)	11/1/11	5/1/12	Smith,Joseph T	Supvg Corr Cnslr Competitive DOCCS Shawangunk	Supt Corr Fac Non-Competitive DOCCS Shawangunk
(39)	11/1/11	5/1/12	Chiavaro,Peter	Corrl Fclty Food Ad 2 Competitive DOCCS Sing Sing	Deputy Supt Admnv S 3 Non-Competitive DOCCS Woodbourne
(40)	11/1/11	5/1/12	King,Jean G	Educ Supvr General Competitive DOCCS Wallkill	Deputy Supt Progm S 3 Non-Competitive DOCCS Woodbourne
(41)	11/1/11	5/1/12	Swan,Carol D	Supvr Corrl Fac Vol S Competitive DOCCS Watertown	Extradition Spec Non-Competitive DOCCS Main Office
(42)	11/12/11	5/1/12	Thackston,Sandra M	Inst Steward Competitive DOCCS Watertown	Deputy Supt Admnv S 2 Non-Competitive DOCCS Watertown
(43)	11/1/11	5/1/12	Dolce,Sandra J	Supvg Corr Cnslr Competitive DOCCS Wende	Deputy Supt Progm S 3 Non-Competitive DOCCS Attica
(44)	11/1/11	5/1/12	Boucaud,Anthony Q	Inst Steward Competitive DOCCS Willard DTC	Supt Corr Fac Non-Competitive DOCCS Altona
(45)	11/1/11	5/1/12	Sears,Michael	Plant Supt B Competitive DOCCS Wyoming	Deputy Supt Admnv S 3 Non-Competitive DOCCS Gowanda
(46)	11/1/11	5/1/12	Unger,David M	Nurse Admr 1 Competitive DOCCS Wyoming	Supt Corr Fac Non-Competitive DOCCS Wyoming
(47)	12/1/11	6/1/12	Barnet,David G	Economic Dev Pg Sp 2 Competitive Economic Devel	Out of State Service
(48)	12/1/11	6/1/12	Morris,Deborah A	Keyboard Spec 1 Competitive Executive Chamb	Conf Stenographer Exempt Executive Chamb

(49)	1/1/12	7/1/12	Carbone,Angelo M	Insur Frauds Invest 1 Non-Competitive Financial Services	Assnt Dir Ins Frd Bur Exempt Financial Services
(50)	1/1/12	7/1/12	Fritsch,Joseph	Chf Insur Exmr 2 Competitive Financial Services	Spec Assnt Exempt Financial Services
(51)	10/29/11	4/1/12	Dubner,Cindi L	Public H Rep 3 Competitive Hlth Main Off	Out of State Service
(52)	11/1/11	5/1/12	Mcmurdo,Lisa M	Hosp Nsg Srvs Cnslt Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(53)	11/1/11	5/1/12	Ulberg,John E	Info Sys Auditor 3 Competitive Hlth Main Off	Div Dir Hlth Sys Mgmt Exempt Hlth Main Off
(54)	9/24/11	3/1/12	Williams,Tonya	Admnv Assnt Competitive Hlth Main Off	Secy Exempt Hlth Main Off
(55)	11/1/11	5/1/12	Messina,Linda	Senr Attorney Competitive Homeland Scrty and Emerg Srvc	Critical Infstr An 2 Non-Competitive Homeland Scrty and Emerg Srvcs
(56)	12/1/11	6/1/12	Hunter,Karen M	Mgr Info Tech Svs 1 Tcl Competitive Housng & Comm Ren	Out of State Service
(57)	12/1/11	6/1/12	Lavigne,Ashley W	Keyboard Spec 1 Competitive Housng & Comm Ren	Out of State Service
(58)	12/1/11	6/1/12	South,Jeanette	Compliance Spec 1 Non-Competitive Housng & Comm Ren	Minority Bus Spec 2 Non-Competitive Housng & Comm Ren
(59)	12/1/11	6/1/12	Cox,Maureen A	Safety&Hlth Pgm Mgr 2 Competitive Labor	Dir Div Occup Saf&Hlt Non-Competitive Labor
(60)	12/1/11	6/1/12	Demeo,Teresa A	Ui Referee Competitive Labor	Prin U I Referee Non-Competitive Labor
(61)	12/1/11	6/1/12	Migaj,Sandra J	Law Dept Invest 2 Competitive Law	Investigator Exempt Law

(62)	12/1/11	6/1/12	Pablo Jr,Robert	Assnt Dir Pers B Competitive Law	Spec Assnt Exempt Law
(63)	12/1/11	6/1/12	Engel,Gerald M	Pharmacy Svs Dir Competitive MH Main Office	Dir Health Srvs Non-Competitive MH Main Office
(64)	12/1/11	6/1/12	Hartnett,Tricia	Mental Hlth Pgm Spc 3 Competitive MH Main Office	Deputy Dir Psy Cntr 1 Non-Competitive MH Main Office
(65)	11/1/11	5/1/12	Starkriemer,Steven	Assoc Atty Competitive MH Main Office	Assnt Counsl Exempt MH Main Office
(66)	11/1/11	5/1/12	Hogle,Richard R	Assoc Atty Competitive OASAS Main Off	Assoc Counsel Exempt OASAS Main Off
(67)	10/14/10	4/1/12	Wilson,Monica	Senr Persnl Admr Competitive OASAS Main Off	Program Mgr Exempt OASAS Main Off
(68)	11/1/11	5/1/12	Harazin,Marcus	Assnt Dir Off Ag Prgms Competitive Off for Aging	Deputy Dir Exempt Off for Aging
(69)	12/1/11	6/1/12	Davies,James M	Dir Div Design Competitive OGS	Deputy Commr Exempt OGS
(70)	12/1/11	6/1/12	Hynes,Richard D	Senr Supt Constructn Competitive OGS	Spec Assnt Exempt OGS
(71)	10/1/11	4/1/12	Sproat,James P	Real Estate Spec 2 GS Competitive OGS	Dir Real Estate P&D Non-Competitive OGS
(72)	1/1/12	7/1/12	Aharonyan,Levon	Mgt Spec 2 Competitive OMIG	Medicaid Invest 4 Non-Competitive OMIG
(73)	1/1/12	7/1/12	Conroy,Nancy A	Agency Prgm Aide Competitive OMIG	Secy Exempt OMIG
(74)	12/1/11	6/1/12	Hughes,Jane	Stands Complc Anlst 1 Competitive OPWDD Main Office	Investigator Exempt OPWDD Main Office

(75)	12/1/11	6/1/12	Miller,Kathleen	Secy 2 Competitive OPWDD Main Office	Secy Exempt OPWDD Main Office
(76)	12/15/11	6/1/12	Sennett,Suzanne Z	Dir Agcy Bud Svs 2 Competitive OPWDD Main Office	Deputy Commr Exempt OPWDD Main Office
(77)	12/1/11	6/1/12	Dvorsky,Thomas G	Chf Utility En Op & C Competitive Public Service	Dir Pub Svs Prgs Exempt Public Service
(78)	1/1/12	7/1/12	Donnelly,Kristen M	Keyboard Spec 1 Competitive Racng&Wgrg Bd	Exec Assnt Exempt Racng&Wgrg Bd
(79)	1/1/12	7/1/12	Horitani,Pamela K	Secy 1 Competitive State	Secy 2 Non-Competitive State
(80)	10/27/11	4/1/12	King,Linda A	Land Use Trng Spec 2 Competitive State	Emp Prog Assnt Exempt Labor Mgmnt Cm
(81)	1/1/12	7/1/12	Wilbard,Helen	Secy 1 Competitive State	Secy 2 Non-Competitive State
(82)	1/1/12	7/1/12	Dibernardo,Linda	Secy 2 Competitive Tax& Finance	Secy Exempt Tax& Finance
(83)	12/28/11	6/1/12	Camoin,Linda M	Housing Spec 1 Competitive Tmp&Disabl Asst	Housing Svs Prg Anlst Non-Competitive Tmp&Disabl Asst
(84)	11/1/11	5/1/12	Kennedy,John F	Temp Assnce Spec 2 Competitive Tmp&Disabl Asst	Program Mgr Exempt Tmp&Disabl Asst
(85)	11/1/11	5/1/12	Welsh,Kelly	Secy 1 Competitive Tmp&Disabl Asst	Secy 2 Non-Competitive Tmp&Disabl Asst
(86)	12/1/11	6/1/12	Zwink,William K	Dir Trng 3 Competitive Tmp&Disabl Asst	Spec Assnt Exempt Tmp&Disabl Asst

ADDED ITEM:

4. LEAVES OF ABSENCE – APPROVED AS INDICATED

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

4.19 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)	12/1/11	6/1/12	Locicero,Robert	Senr Attorney Competitive Hlth Main Off	Assoc Counsel Exempt Hlth Main Off

4. STAFFING SERVICES/REINSTATEMENTS

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</u> <u>Entered</u>	<u>Date</u> <u>Separated</u>	<u>Name</u>	<u>Title and Department</u>
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THERE WERE NO ITEMS FOR NOVEMBER 2011 CALENDAR

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.	434-G	1-15	Nutrition Services Administrators	9/10/11	OC/PROM
2.	434-G	31-45	Nutrition Services Administrators	9/10/11	OC/PROM
3.	435-G	1-15	Supervisory Telephone Operators	9/10/11	OC/PROM
4.	436-G	1-30	Supervisory Telephone Operators	9/10/11	OC/PROM
5.	437-G	1-30	Local Research	9/10/11	OC/PROM
6.	438-G	1-30	Local Research	9/10/11	OC/PROM
7.	438-G	76-90	Local Research	9/10/11	OC/PROM
8.	439-G	61-75	Public Health Engineer	9/10/11	OC/PROM
9.	440-G	71-75	Local Public Health Engineer	9/10/11	OC/PROM
10.	441-G	1-30	Local Medical Records	9/10/11	OC/PROM
11.	442-G	1-30	Local Medical Records	9/10/11	OC/PROM
12.	443-G	1-30	Veterans' Services	9/10/11	OC/PROM
13.	443-G	46-60	Veterans' Services	9/10/11	OC/PROM
14.	444-G	46-60	Veterans' Services	9/10/11	OC/PROM
15.	445-G	76-90	Higher Education Assistant	9/10/11	OC/PROM
16.	449-G	76-90	Local Health Services	9/10/11	OC/PROM
17.	450-G	31-45	Local Health Services	9/10/11	OC/PROM
18.	455-G	16-30	Senior Clerical/Special Operations	9/10/11	OC/PROM/ NCP

5. TESTING SERVICES / COMMITTEE ON APPEALS

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>
19.	455-G	31-45	Senior Clerical/Special Operations	9/10/11	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.	433-G	51-60	Toll Mechanic Series	9/10/11	OC
2.	455-G	1-15	Senior Clerical/Special Operations	9/10/11	OC/Prom
3.	445-G	46-60	Higher Education Assistant/ Associate	9/10/11	OC/Prom
	438-G	61-75	Local Research Series	9/10/11	OC/Prom
4.	423-G	31-60	Second- and Third-line Police Supervisors	9/10/11	OC/Prom

5. TESTING SERVICES / PRIOR APPROVALS

Booklet or Subtest

Subject

THERE WERE NO ITEMS FOR NOVEMBER 2011 CALENDAR

6. MERIT AWARDS

Report on Merit Awards.

MEMORANDUM

TO: Civil Service Commission
FROM: Mary Ann Valikonis
SUBJECT: Merit Awards for Employee Suggestions
DATE: October 18, 2011

Attached is a summary of an employee suggestion for which a Certificate of Merit has 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 only; no cash award will be granted.

Attachments

<u>SUGGESTION # AND AUTHOR</u>	<u>TITLE AND DEPARTMENT</u>	<u>SUMMARY OF SUGGESTION</u>	<u>RECOMMENDED AWARD</u>
<p data-bbox="154 331 386 436">6.26 404890 Melissa Pelkey</p> <p data-bbox="154 625 337 653">APPROVED</p>	<p data-bbox="430 331 602 470">Taxpayer Services Specialist 1 SG-13</p> <p data-bbox="430 512 670 617">NYS Department of Taxation and Finance (DTF)</p>	<p data-bbox="693 342 1214 1398">Ms. Pelkey proposed that the Department of Taxation and Finance (DTF) add an electronic tic sheet to PERB Sharepoint in order to more efficiently track calls in the protest unit. The suggestion committee reports that this is an improvement of a manual process used to tally calls handled by staff in the information call center. Implementation in the protest call center has resulted in a revised and improved online electronic process. It was implemented on 9/16/11. The new system saves time and allows protest call center employees to more accurately track the number of protest calls handled. In addition, management will be better able to track employee productivity. This modification has sufficient value to meet the standard for a merit award. It has resulted in an improvement of somewhat limited value to the DTF Office of Processing & Taxpayer Services, and thus the suggestion committee recommends a Certificate of Merit only. The suggestion was not job-related.</p>	<p data-bbox="1245 331 1438 394">Certificate of Merit.</p>

7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 11/16/11

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>
Alcoholic Beverage Control	01030	13001	Counsel
Budget	01010	00003	Deputy Director
Canal Corporation	55095	03435	Special Assistant
Comptroller	02000	06803	Deputy Comptroller
Corrections and Community Supervision	10160	00105	Deputy Commissioner
Environmental Conservation	09000	23251	Deputy Counsel
Executive Chamber	01000	01110 01404	Confidential Stenographer Special Office Assistant
Financial Services	37000	00803	Director of Internal Audit
Health Department	12000	07301	Director, Center for Health Promotion
Labor Department	14020	00055	Counsel
Racing & Wagering Board	01510	04402 04604 05303 05304 05305 05307 05309 05360	Starter Starter Associate Judge Associate Judge Assistant to Presiding Judge Recording Judge Supervising Racing Veterinarian Supervising Racing Veterinarian
Technology	01110	00027	NYS Deputy Chief Information Officer
Workers' Compensation	14010	02113	Deputy Counsel

Total: 21

8. SECTIONS 55-B and C

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>
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THERE WERE NO ITEMS FOR NOVEMBER 2011 CALENDAR

Section 55-b – 0 positions

Section 55-c – 0 positions

(As of October 7, 2011 there were 1030 55-b and 99 55-c positions filled)

NYS CIVIL SERVICE COMMISSION
CALENDAR INDEX

NOVEMBER 2011

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