

STATE OF NEW YORK
CIVIL SERVICE COMMISSION
ALBANY, NEW YORK
SEPTEMBER 15, 2010

1. MUNICIPAL SERVICE

- 1.66 (A) CITY OF LONG BEACH CIVIL SERVICE COMMISSION. Matter of revocation of an eligible list by the City of Long Beach Civil Service Commission.

The State Civil Service Commission acknowledged the revocation, as required by the Long Beach Civil Service Rules, of the Senior Personnel Clerk (Benefits) open-competitive eligible list by the City of Long Beach Civil Service Commission due to the improper administration of the examination.

- 1.67 (B) CITY OF MIDDLETOWN CIVIL SERVICE COMMISSION. Conference regarding the Merit System Program Component report for the City of Middletown Civil Service Commission.

The State Civil Service Commission granted a one month postponement of the conference with the Middletown City Civil Service Commission at the City Commission's request due to the fact that none of the Commissioners were available to attend. The State Commission directed the City to attend its October 2010 meeting.

- 1.68 (C) CITY OF RENSSELAER CIVIL SERVICE COMMISSION. Conference regarding the Merit System Administration report for the City of Rensselaer Civil Service Commission.

The State Civil Service Commission met with representatives of the City of Rensselaer Civil Service Commission to discuss the progress the City Commission has made in implementing the remaining recommendations included in the 2007 Report on Merit System Administration. The City Commission provided additional documentation, including a plan to implement the remaining recommendations cited in the Report. The State Commission acknowledged the efforts taken by the City Commission to date. The State Commission directed that staff review the additional information provided and advise the State Commission at its October meeting of its findings and of an appropriate deadline for the City Commission's eighth follow-up report.

- 1.69 (D) RENSSELAER COUNTY CIVIL SERVICE COMMISSION. Conference regarding the Merit System Administration report for the Rensselaer County Civil Service Commission.

The State Civil Service Commission met with representatives of the Rensselaer County Civil Service Commission to discuss the County Commission's plan to implement the remaining seven recommendations from the 2004 Report on Merit System Administration. Due to the fact that the follow-up has been ongoing for six years, and the County Commission has submitted fourteen follow-up reports, the State Commission directed that staff conduct appropriate Merit System Program Component Reviews in order to ascertain the current status of merit system administration in the County. The type of reviews conducted must encompass the issues contained in the seven unresolved recommendations. The reviews must be conducted prior to the end of the calendar year, and the State Commission should be apprised of the date and type of reviews at its October meeting.

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

The State Civil Service Commission approved the request.

- 1.71 (F) DELAWARE COUNTY PERSONNEL OFFICER. Request for Commission approval of the resolution amending the Appendices of the Delaware County Civil Service Rules.

The State Civil Service Commission approved the request.

- 1.72 (G) ERIE COUNTY COMMISSIONER OF PERSONNEL. Request for Commission approval of the resolution amending the Appendices of the Erie County Civil Service Rules.

The State Civil Service Commission approved the request with the stipulation that any amendment to the minimum qualifications of the positions located in the forensic laboratory will nullify approval and require resubmission to the State Civil Service Commission.

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

The State Civil Service Commission disapproved the requests to add three Senior Citizen Program Development Aides to the Department of Planning & Economic Development, and the two additional Senior Citizen Program Development Aides (for a total of five) in the Department of Parks & Recreation based on the practicability of competitive examination and the fact that in 1999 the State Commission directed that all future vacancies be filled via decentralized examination. The request to delete from the non-competitive class three Senior Citizen Program Development Aides in the Department of Parks & Recreation was also disapproved.

- 1.74 (I) HERKIMER COUNTY PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Appendices of the Herkimer County Civil Service Rules.

The State Civil Service Commission approved the request.

- 1.75 (J) CITY OF NEW ROCHELLE CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Appendices of the City of New Rochelle Civil Service Rules.

The State Civil Service Commission disapproved the resolution as a whole without prejudice for a resubmission by the City of New Rochelle Civil Service Commission that includes all of the appropriate documentation to support this request.

- 1.76 (K) CITY OF NIAGARA FALLS CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Text and Appendices of the City of Niagara Falls Civil Service Rules.

The State Civil Service Commission approved the request with the following exceptions:

In the Niagara Falls Water Board – The State Commission disapproved the requests to place the Director of Administrative Services, Director of Financial Services, Director of Infrastructure Operations, and Director of Technical and Regulatory Services in the non-competitive class, designated policy influencing/confidential, without prejudice for a submission of an amendment to the Niagara Falls Water Board by-laws to grant each of these four positions the authority to act generally for and in place of the Executive Director – Niagara Falls Water Board.

In the Niagara Falls City School District – The State Commission disapproved the request to place the Personnel Manager in the non-competitive class, designated policy influencing/confidential, based on the practicability of examination.

- 1.77 (L) CITY OF OSWEGO PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Text of the City of Oswego Civil Service Rules.

The State Civil Service Commission approved the request.

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

The State Civil Service Commission approved the request with the following exception:

In the Department of Highways and Facilities – The State Commission disapproved the request to place Maintenance Electricians in the non-competitive class based on the practicability of competitive examination and noted that the State Commission's concern was that the examination for issuance of a Master Electrician license in Putnam County was open book.

- 1.79 (N) WESTCHESTER COUNTY COMMISSIONER OF HUMAN RESOURCES. Request for Commission approval of two resolutions amending the Appendices of the Westchester County Civil Service Rules.

The State Civil Service Commission tentatively approved the request.

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

The State Civil Service Commission reviewed the City of Long Beach Civil Service Commission's second follow-up report to the two 2010 Merit System Program Component Reviews and noted that none of the twenty-seven required actions cited in the Reports were resolved. The State Commission directed that the City Commission take immediate action to address several recommendations that can be resolved immediately, including but not limited to the termination of provisional appointees and the holding of decentralized examinations, and submit a supplemental follow-up report and supporting documentation by September 30, 2010. Further, the State Commission directed that a full third follow-up report, including appropriate documentation supporting the actions taken be received no later than November 30, 2010. Such supporting documentation should include, but not be limited to, employment history records, documentation of City Commission actions, and class specifications.

| 2. PENSION WAIVERS FOR RETIREES / LOCAL | | ACTION AS INDICATED | | | | | |
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| 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. | Prokrym, Stephen S | 2 | Albany County-Town of Coeymans Police Police Officer (Part-Time) NonComp nonPolicy | 01/01/2010 12/31/2011 | \$20,000 | Yes | Limited Approval |
| The State Commission approved the retroactive request for the limited period of 01/01/10-12/31/10. The limited period of approval through 12/31/10 was granted to provide time for the appointing authority to contact the Albany County Department of Civil Service to determine if there is an appropriate eligible list available to fill the position and, if so, whether there are any non-retirees interested in appointment. | | | | | | | |
| 2. | Sim, Edward E. | 5.75 | Albany County - Colonie, Village of Assistant Superintendent of Public Works (Village) Competitive | 10/01/2010 12/31/2011 | \$54,048 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 10/01/10-09/30/11. The limited period of approval was granted with the stipulation that the Albany County Department of Civil Service conduct an examination to determine if there are any qualified non-retirees available for appointment. | | | | | | | |
| 3. | D'Angelo, John | 5.5 | Dutchess County District Attorney's Office Investigator (DA-Child Abuse) Competitive | 10/01/2010 09/30/2012 | \$63,674 | No | Limited Approval |
| The State Commission approved the request for the limited period of 10/01/10-09/30/11, with the understanding that the classification review of the position will be completed. Once completed, an examination must be requested by the Dutchess County Personnel Department to ensure participation in the June 2011 Investigators Series. | | | | | | | |
| 4. | Brown, Steven P. | 2.25 | Monroe County - Sheriff's Office Accreditation Coordinator and Analyst Competitive | 10/01/2010 09/30/2012 | \$47,343 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 10/01/10-04/30/11. The limited period of approval through 04/30/11 was granted with the stipulation that the Monroe County Department of Human Resources conduct an examination to determine if there are any qualified | | | | | | | |

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| | non-retirees available for appointment. | | | | | | |
| 5. | Carbone, Richard | 3 | Nassau County - County Attorney's Office Special Investigator II, County Attorney Competitive | 10/01/2010 09/30/2012 | \$76,960 | No | Disapproved |
| | The State Commission disapproved the request. The Nassau County Civil Service Commission failed to comply with the Commission's stipulation that an examination be conducted. This is not a determination on Mr. Carbone's continued employment, but rather the appropriateness of collecting pension benefits and a salary as a retired person. | | | | | | |
| 6. | Castillo, Ernesto A. | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 10/01/2010 09/30/2012 | \$63,265 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 10/01/10-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | |
| 7. | Chajkewicz, Stephen | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 10/01/2010 09/30/2012 | \$63,265 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 10/01/10-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | |
| 8. | Cummings, Kevin G. | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 01/01/2011 09/30/2012 | \$72,175 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 01/01/11-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | |
| 9. | Marshall, Bernard | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 10/01/2010 09/30/2012 | \$63,265 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 10/01/10-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | |

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| 10. | O'Brien, Patrick J. | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 10/01/2010 09/30/2012 | \$63,275 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 10/01/10-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | | |
| 11. | Pappas, Billy | 3.5 | Nassau County - County Attorney's Office Special Investigator I, County Attorney Competitive | 10/01/2010 09/30/2012 | \$63,265 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 10/01/10-09/30/11. If approval is sought beyond 09/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees in appointment, the Nassau County Civil Service Commission must participate in the June 2011 examination series. | | | | | | | |
| 12. | Daniele, Bruce | 5 | New Rochelle, City of - City School District Director of Security Competitive | 07/01/2010 06/30/2012 | \$111,800 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 07/01/10-06/30/11. The limited period of approval through 06/30/11 was granted with the stipulation that the City of New Rochelle Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment. Approval through 06/30/11 will also avoid a disruption in the School District's security force throughout the 2010-2011 school year. | | | | | | | |
| 13. | Koehler, Rolf | 6.75 | New Rochelle, City of - City School District School Security Officer Competitive | 07/01/2010 06/30/2012 | \$47,389 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 07/01/10-10/31/10 and disapproved the request thereafter. Approval through 10/31/10 will provide time for the appointing authority to make a permanent appointment from the eligible list. This is not a determination on Mr. Koehler's continued employment, but rather the appropriateness of collecting pension benefits and a salary as a retired person. | | | | | | | |
| 14. | Connelly, Thomas P. | 3.25 | Onondaga County - Village of No. Syracuse Police Chief-Type B Competitive | 07/01/2010 06/30/2012 | \$77,559 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 07/01/10-06/30/11. If approval is sought beyond 06/30/11, the eligible list must be re-canvassed and if there are fewer than three reachable non-retirees interested in appointment, the Onondaga County Department of Personnel must request an examination to ensure participation in the March 2011 examination series. | | | | | | | |

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| 15. | Hertman, Robert C. | 6 | Orange County - Wallkill, Town of Police Chief (B) Competitive | 07/17/2010 07/16/2012 | \$101,000 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 07/17/10-06/30/11. The limited period of approval through 06/30/11 was granted with the stipulation that the Orange County Department of Personnel conduct an examination to determine if there are any qualified non-retirees available for appointment. | | | | | | | |
| 16. | Chivattoni, John R. | 8 | Orange County-District Attorney's Office Career Criminal Unit Coordinator NonComp nonPolicy | 07/30/2010 07/29/2012 | \$72,136 | Yes | Approved |
| The State Commission approved the request for the period of 07/30/10-07/29/12. | | | | | | | |
| 17. | Creegan, John I. | 9 | Rockland County Security Operations Coordinator Competitive | 06/01/2010 05/31/2011 | \$93,000 | Yes | Limited Approval |
| The State Commission, upon reconsideration, approved the request for the limited period of 08/01/10-12/31/10. | | | | | | | |
| 18. | Jackson, Daniel C. | 0 | Rockland County District Attorney's Office Management Consultant Contractor | 01/11/2010 01/10/2012 | \$65,000 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 01/11/10-12/31/10 and disapproved the request thereafter. Mr. Jackson's contract with Rockland County terminates on 12/31/10. | | | | | | | |
| 19. | Stover, Jerri D. | 6.5 | Saratoga County District Attorney's Office Criminal Investigator NonComp Policy | 07/01/2010 06/30/2012 | \$51,343 | Yes | Approved |
| The State Commission approved the request for the period of 07/01/10-06/30/12. | | | | | | | |
| 20. | Zostant, Andrew T. | 4.5 | Saratoga County District Attorney's Office Criminal Investigator NonComp Policy | 07/01/2010 06/30/2012 | \$50,800 | Yes | Approved |
| The State Commission approved the request for the period of 07/01/10-06/30/12. | | | | | | | |
| 21. | Prokrym, Stephen S | 2 | Schenectady County - Municipal Housing Authority Tenant Investigator Competitive | 01/01/2010 12/31/2011 | \$26,863 | Yes | Limited Approval |
| The State Commission approved the retroactive request for the limited period of 01/01/10-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that the Schenectady County Civil Service Commission conduct an examination to determine if there are | | | | | | | |

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| | any qualified non-retirees for appointment. | | | | | | |
| 22. | Millan, Joseph L. | 4.75 | Suffolk County - Copiague SD Director of School Safety Competitive | 12/01/2010 11/30/2012 | \$96,692 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 12/01/10-08/31/11. The limited period of approval was granted with the stipulation that the eligible list be re-canvassed prior to the submission of a new section 211 waiver application. Approval through 08/31/11 will also avoid a disruption in the School District's security force throughout the 2010-2011 school year. | | | | | | |
| 23. | Metzler, James A. | 6 | Suffolk County - Deer Park UFSD School Bus Driver NonComp nonPolicy | 05/02/2009 05/01/2011 | \$43,000 | Yes | Approved |
| | The State Commission approved the retroactive request for the period of 05/02/09-05/01/11. | | | | | | |
| 24. | Campanelli, Ronald | 4 | Suffolk County - Dept. of Social Services Investigator II Competitive | 08/29/2010 08/28/2012 | \$56,108 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 08/29/10-10/31/10 and disapproved the request thereafter. Approval through 10/31/10 will provide time for the appointing authority to make a permanent appointment from the eligible list. This is not a determination on Mr. Campanelli's continued employment, but rather the appropriateness of collecting pension benefits and a salary as a retired person. | | | | | | |
| 25. | Boaro, Christopher | 4 | Suffolk County - Islip, Town of Airport Security Guard Competitive | 01/01/2010 12/31/2011 | \$50,693 | Yes | Limited Approval |
| | The State Commission approved the retroactive request for the limited period of 01/01/10-10/31/10. Approval through 10/31/10 was granted to provide time for the Town to conclude discussions with the Suffolk County Personnel Officer on revisions to the Airport Security Guard minimum qualifications. If approval is sought beyond 10/31/10, the Suffolk County Department of Civil Service must conduct an examination for this position and participate in the February 2011 Safety and Security Series. | | | | | | |
| 26. | Chan, David C. | 2 | Suffolk County - Islip, Town of Airport Security Guard Competitive | 01/01/2010 12/31/2011 | \$37,480 | Yes | Limited Approval |
| | The State Commission approved the retroactive request for the limited period of 01/01/10-10/31/10. Approval through 10/31/10 was granted to provide time for the Town to conclude discussions with the Suffolk County Personnel Officer on revisions to the Airport Security Guard minimum qualifications. If approval is sought beyond 10/31/10, the Suffolk County Department of Civil Service must conduct an examination for this position and participate in the February 2011 Safety and Security Series. | | | | | | |
| 27. | Velez, Hector M. | 4 | Suffolk County - Islip, Town of Airport Security | 01/01/2010 12/31/2011 | \$50,693 | Yes | Limited Approval |

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| | | | Guard Competitive | | | | |
| | The State Commission approved the retroactive request for the limited period of 01/01/10-10/31/10. Approval through 10/31/10 was granted to provide time for the Town to conclude discussions with the Suffolk County Personnel Officer on revisions to the Airport Security Guard minimum qualifications. If approval is sought beyond 10/31/10, the Suffolk County Department of Civil Service must conduct an examination for this position and participate in the February 2011 Safety and Security Series. | | | | | | |
| 28. | Lombardi, Robert L. | 1.25 | Westchester County - Port Chester, Village of Assistant to the Village Manager Competitive | 05/01/2010 04/30/2012 | \$79,000 | Yes | Limited Approval |
| | The State Commission approved the retroactive request for limited period of 05/01/10-04/30/11. The request was approved through 04/30/11 with the stipulation that the eligible list be re-canvassed prior to the submission of a new section 211 waiver application. | | | | | | |

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| 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 | Recruit-ment? | Action |
| 1. | Pluff, Daniel J. | 0.75 | Niagara County - District Attorney's Office Criminal Investigator District Attorney Competitive | 10/01/2010 09/30/2012 | \$41,309 | Yes | Limited Approval |
| | The State Commission approved the request for the limited period of 10/01/10-09/30/11. The limited period of approval through 09/30/11 was granted with the stipulation that an examination be conducted by the Niagara County Civil Service to determine if there are any qualified non-retirees available for appointment. | | | | | | |
| 2. | Moran, Brendan | .50 | Saratoga County - District Attorney's Office Criminal Investigator NonComp Policy | 07/01/2010 06/30/2012 | \$48,587 | Yes | Approved |
| | The State Commission approved the request for the period of 07/01/10-06/30/12. | | | | | | |
| 3. | Frank, William | 0 | Schenectady County Director of Veteran's Service Agency NonComp nonPolicy | 05/24/2010 05/23/2012 | \$50,690 | Yes | Limited Approval |

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| The State Commission approved the request for the limited period of 05/24/10-12/31/11. It was noted that the retiree will attain the age of 65 in 2012. | | | | | | | |
| 4. | Lavolette, Mark E. | 0 | Schenectady County Director of Emergency Management Exempt | 06/14/2010 06/13/2012 | \$62,547 | Yes | Approved |
| The State Commission approved the request for the period of 06/14/10-06/13/12. | | | | | | | |
| 5. | Clark, Mark R. | 0 | Tioga County- Town of Owego Highway Superintendent Unclass | 10/01/2010 09/30/2012 | \$57,955 | Yes | Approved |
| The State Commission approved the request for the period of 10/01/10-09/30/12. | | | | | | | |

| 2. PENSION WAIVERS FOR RETIREES / STATE | | ACTION AS INDICATED | | | | | |
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| 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. | Churns, Dennis J | 2 | Attorney General's Office Investigator Exempt | 05/01/2010 04/30/2012 | \$55,445 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 2. | Clementi, Debra | 0 | Attorney General's Office Investigator Exempt | 01/01/2010 12/31/2011 | \$56,553 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 3. | Cullen, William P | 10 | Attorney General's Office Investigator Exempt | 05/10/2010 05/09/2012 | \$83,214 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 4. | Elsenbeck, William J | 4 | Attorney General's Office Investigator Exempt | 04/20/2010 04/19/2012 | \$57,108 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 5. | Erdogan, William | 0 | Attorney General's Office Investigator Exempt | 04/11/2010 04/10/2012 | \$87,110 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 6. | Keegan, Edward | 0 | Attorney General's Office Investigator Exempt | 05/20/2010 05/19/2012 | \$63,878 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 7. | Pendergast, Paul | 10 | Attorney General's Office Investigator Exempt | 04/06/2010 04/05/2012 | \$81,412 | Yes | Withdrawn |
| Withdrawn at the request of the agency. | | | | | | | |
| 8. | Pitts, Jeffrey | 2 | Attorney General's Office Investigator Exempt | 05/19/2010 05/18/2012 | \$73,310 | Yes | Withdrawn |

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| | Withdrawn at the request of the agency. | | | | | | |
| 9. | Vivian, Thomas M | 2 | Attorney General's Office Investigator Exempt | 04/21/2010 04/20/1212 | \$55,445 | Yes | Withdrawn |
| | Withdrawn at the request of the agency. | | | | | | |
| 10. | D'Aureli, August | 2 yrs. 4 mo | Insurance, Department of Insurance Frauds Investigator 3 NonComp nonPolicy | 11/01/2010 12/31/2010 | \$83,954 | Yes | Approved |
| | The State Commission approved the request for the period of 11/1/10 - 12/31/10 to provide time for the appointing authority to continue its re-classification efforts with this Department's Division of Classification and Compensation. | | | | | | |

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| 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 POST-OCTOBER 7, 2008 | | | | | | |
| | Name | Years in Position Under §211 | Department, Title, Juris Class | Requested Period of Employment | Annual Salary | Recruit-ment? | Action |
| 1. | Coyne, Vincent P | 0 | Labor, Department of (DOL) Investigative Auditor Exempt | 01/01/2008 12/31/2009 | \$91,302 | Yes | Retroactive Approval |
| | The State Commission approved the retroactive request for the period of 1/1/08 - 12/31/09. | | | | | | |

ADDED ITEM

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| 2. | PENSION WAIVERS FOR RETIREES / OTHER | | | | | | ACTION AS INDICATED |
| The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration: | | | | | | | |
| STATUTORY CRITERIA POST-OCTOBER 7, 2008 | | | | | | | |
| | Name | Years in Position Under §211 | Department, Title, Juris Class | Requested Period of Employment | Annual Salary | Recruit-ment? | Action |
| 1. | Winkler, Barry T | 1 | Health & Hospitals Corp. Psychologist Level II, Forensic Psychology Dept. Competitive | 10/01/2010 12/31/2011 | \$76,231 | Yes | Limited Approval |
| The State Commission approved the request for the limited period of 10/1/10 - 7/31/11. The limited period of approval through 7/31/11 was granted with the stipulation that the eligible list from the May 2010 examination be canvassed to determine if 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

3.42 (A) DEPARTMENT OF AGRICULTURE AND MARKETS. Request for Commission approval to cover-in several employees who were acquired from the Industrial Exhibit Authority pursuant to Section 45 of the Civil Service Law. (Control No. 10-018)

APPROVED

3.43 (B) DEPARTMENT OF AGRICULTURE AND MARKETS. Request for Commission approval of non-competitive classification of the following positions which they are asking to have established:

Audio Visual Equipment Technician
Building Services Assistant 2 (2)

(Control No. 10-018)

APPROVED (not phi)

3.44(C) DEPARTMENT OF AGRICULTURE AND MARKETS. Request for Commission approval of non-competitive classification of the position of Sales and Sponsorships Manager which they are asking to have established. (Control No. 09-052b)

APPROVED (phi - policy)

3.45 (D) FOR COMMISSION CONSIDERATION. Matter of changing the subheading in the exempt and non-competitive class listings from Office of Mental Retardation and Developmental Disabilities to Office for People with Developmental Disabilities and for continued non-competitive classification of the following positions:

Developmental Disabilities Special Employment Program
Coordinator (1) (reclassified from Mental Retardation
Special Employment Program Coordinator (1)
Developmental Disabilities Special Employment Program
Assistant Coordinator (1) (reclassified from Mental Retardation
Special Employment Program Assistant Coordinator (1)

APPROVED

- 3.46 (E) EDUCATION DEPARTMENT. Request for Commission approval of non-competitive classification of the position of Director of Curriculum Services which they are asking to have established. (Control No. 10-027)

CALENDARED

- 3.47 (F) DEPARTMENT OF LABOR. Request for Commission approval of non-competitive classification of the position of Customer Service Program Specialist 3 which was originally requested as Customer Service Program Manager. (Control No. 10-016)

APPROVED (not phi)

- 3.48 (G) FOR COMMISSION CONSIDERATION. Matter of deleting the subheading Division of Probation and Correctional Alternatives from the exempt class listing and transferring the following exempt class positions listed thereunder to the Division of Criminal Justice Services:

Counsel
Executive Deputy Director

APPROVED

- 3.49 (H) OFFICE OF MENTAL HEALTH. Request for Commission approval of non-competitive classification of an additional position of Advocacy Specialist 2. (Control No. 10-021)

APPROVED (not phi) - INCREASED FROM 3 to 4 IN APPENDICES

- 3.50 (I) FOR COMMISSION CONSIDERATION. Matter of deleting the subheading Office of Real Property Services and the following positions listed thereunder from the exempt and non-competitive class listings and transferring the following exempt and non-competitive class positions to the Department of Taxation and Finance:

Office of Real Property Services

Exempt

Assistant Public Information Officer
Counsel
Director of Public Information
Executive Deputy Director
Special Assistant (2)

Non-Competitive

∅ Director, Real Property Tax Research (1)
Director of Real Property Tax Research and Complex Appraisal (1)

3.50 (I) (cont.)

Department of Taxation and Finance

Exempt

Counsel
Director of Public Information
Executive Deputy Director

Non-Competitive

∅ Director, Real Property Tax Research (1)
Director of Real Property Tax Research and Complex
Appraisal (1)

**APPROVED - DIRECTOR OF PUBLIC INFORMATION INCREASED FROM 1 to 2 IN
EXEMPT CLASS APPENDICES**

3.51 (J) THRUWAY AUTHORITY. Request for Commission approval of non-competitive classification of an additional position of Assistant Counsel which they are asking to have established.
(Control No. 10-020)

APPROVED (phi – policy/confidential) - INCREASED FROM 2 to 3 IN APPENDICES

3.52 (K) THRUWAY AUTHORITY. Request for Commission approval of non-competitive classification of an additional position of Compliance Specialist 1 which they are asking to have established.
(Control No. 10-024)

APPROVED (not phi) - INCREASED FROM 2 to 3 IN APPENDICES

3.53 (L) FOR COMMISSION CONSIDERATION. Request of several agencies for suspension of the Attendance Rules for a snowstorm in Bronx, Cayuga, Chemung, Dutchess, Kings, Madison, Nassau, New York, Oneida, Orange, Queens, Richmond, Schoharie, Seneca, Suffolk, Sullivan, Ulster and Westchester Counties on February 25 through 28, 2010.

DISAPPROVED

3.54 (M) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held July 27, 2010.

APPROVED

LEAVES OF ABSENCE - APPROVED AS INDICATED

4.15 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) | 9/1/10 | 9/1/12 | Nolan,Patricia A | Admnv Assnt Tr 1 Competitive Ag&Markets | Conf Stenographer Exempt Executive Chamb |
| (2) | 9/18/10 | 9/1/12 | Appel,Larry | Dir Financial Admn 5 Competitive Comptroller | Assnt Dpty Comptrlr Exempt Comptroller |
| (3) | 11/1/10 | 11/1/12 | Benson,Donna L | Investment Officer Competitive Comptroller | Spec Investmnt Offcr Exempt Comptroller |
| (4) | 11/1/10 | 11/1/12 | Bleiwass,Kenneth B | Chf Muncpl Fncl Anlst Competitive Comptroller | Deputy Cmptrl City Ny Exempt Comptroller |
| (5) | 7/1/10 | 7/1/12 | Cardiff,Jennifer A | Cash Mgmt Anlst Competitive Comptroller | Spec Investmnt Offcr Exempt Comptroller |
| (6) | 8/1/10 | 8/1/12 | Celestine,James | Cash Mgmt Anlst Competitive Comptroller | Spec Investmnt Offcr Exempt Comptroller |
| (7) | 11/1/10 | 11/1/12 | Coughlin,Robert E | Supvg Attorney Competitive Comptroller | Counsel Retiremnt Sys Exempt Comptroller |
| (8) | 11/1/10 | 11/1/12 | Dalton,John K | Assoc Atty Competitive Comptroller | Assoc Counsel Exempt Comptroller |
| (9) | 11/1/10 | 11/1/12 | Deconno,Maureen | Secy 2 Competitive Comptroller | Secy Exempt Comptroller |
| (10) | 11/1/10 | 11/1/12 | Ernst,Steven E | Clerk 1 Competitive Comptroller | Motor Veh Oper Non-Competitive Comptroller |
| (11) | 11/1/10 | 11/1/12 | Kupferman,Michael | Assoc Atty Competitive Comptroller | Assnt Counsl Exempt Comptroller |

LEAVES OF ABSENCE – September 2010

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

| | <u>Current Leave Ends</u> | <u>Extension Approved Through</u> | <u>Name</u> | <u>Title/Dept.</u> | <u>On Leave To</u> |
|------|-----------------------------------|---|---------------------|--|---|
| (12) | 11/1/10 | 11/1/12 | Martel, Maryann | Secy 1 Competitive Comptroller | Secy 2 Non-Competitive Comptroller |
| (13) | 11/1/10 | 11/1/12 | Morris, Mitchell S | Assoc Atty Competitive Comptroller | Assoc Counsel Exempt Comptroller |
| (14) | 11/1/10 | 11/1/12 | Pierce, Cheryl L | Secy 1 Competitive Comptroller | Exec Secy Exempt Comptroller |
| (15) | 11/1/10 | 11/1/12 | Powell, Sandra R | Dir Trng 3 Competitive Comptroller | Assnt Dpty Comptrlr Exempt Comptroller |
| (16) | 11/1/10 | 11/1/12 | Rutherford, Joseph | Senr Muncpl Fin Anlst Competitive Comptroller | Spec Investmnt Offcr Exempt Comptroller |
| (17) | 8/1/10 | 8/1/12 | Sheldon, Wynona | Agency Prgm Aide Competitive Comptroller | Secy Exempt Comptroller |
| (18) | 11/1/10 | 11/1/12 | Suares, Clymria R | Secy 2 Competitive Comptroller | Secy Exempt Comptroller |
| (19) | 9/1/10 | 9/1/12 | Graziano, Michael L | Senr Indus Supt Competitive Cor Attica | Deputy Supt Admnv S 3 Non-Competitive Cor Greene |
| (20) | 9/1/10 | 9/1/12 | Obryan, Tracy M | Inst Steward Competitive Cor Bayview | Deputy Supt Admnv S 2 Non-Competitive Cor Edgecombe |
| (21) | 8/1/10 | 8/1/12 | Hilton, Bryan G | Lic Mstr Soc Wrkr 2 Competitive Cor Bedfrd Hills | Deputy Supt Corrl MHCF Non-Competitive Cor Marcy |
| (22) | 9/1/10 | 9/1/12 | Lavalley, Thomas L | Corr Captain Competitive Cor Clinton | Supt Corr Fac Non-Competitive Cor Clinton |

LEAVES OF ABSENCE – September 2010

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

| | <u>Current Leave Ends</u> | <u>Extension Approved Through</u> | <u>Name</u> | <u>Title/Dept.</u> | <u>On Leave To</u> |
|------|-----------------------------------|---|----------------------------|---|--|
| (23) | 8/1/10 | 8/1/12 | Pirie,Robert E | Corrl Fclty Prg Admr Competitive Cor Georgetown | Deputy Supt Progm S 3 Non-Competitive Cor Gouverneur |
| (24) | 8/1/10 | 8/1/12 | Mcanany,John | Inst Steward Competitive Cor Groveland | Deputy Supt Admnv S 3 Non-Competitive Cor Livingston |
| (25) | 8/1/10 | 8/1/12 | Amoia- Kowalczyk,Sandra | Corr Captain Competitive Cor Lakeview | Deputy Supt Secrty S3 Non-Competitive Cor Albion |
| (26) | 9/1/10 | 9/1/12 | Byrnes,Marjorie | Corrl Regnl Hlth Sv A Competitive Cor Main Office | Deputy Supt Corrl HCF Non-Competitive Cor Bedfrd Hills |
| (27) | 10/1/09 | 10/1/11 | Calero,Ana E | Supvg Corr Cnslr Competitive Cor Main Office | Inmate Dis Hearing Of Non-Competitive Cor Main Office |
| (28) | 8/1/10 | 8/1/12 | Selsky,Donald S | Prg Rsch Spec 3 CJ Competitive Cor Main Office | Assnt Commr Exempt Cor Main Office |
| (29) | 9/1/10 | 9/1/12 | Steinbach,Francis | Corrl Fclty Food Ad 1 Competitive Cor Mt Mcgregor | Deputy Supt Admnv S 2 Non-Competitive Cor Adirondack |
| (30) | 9/1/10 | 9/1/12 | Schubert,Jaik B | Educ Supvr General Competitive Cor NYC Cen Adm | Assnt Dpty Supt Non-Competitive Cor Edgecombe |
| (31) | 9/1/10 | 9/1/12 | Charlebois,Marian | Supvg Corr Cnslr Competitive Cor Riverview | Deputy Supt Progm S 2 Non-Competitive Cor Ogdensburg |
| (32) | 8/1/10 | 8/1/12 | Lee,William A | Corr Captain Competitive Cor Ulster | Supt Corr Fac Non-Competitive Cor Green Haven |
| (33) | 8/1/10 | 8/1/12 | Habeck,Kenneth R | Plant Supt B Competitive Cor Upstate | Deputy Supt Admnv S 3 Non-Competitive Cor Franklin |

LEAVES OF ABSENCE – September 2010

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

| | <u>Current Leave Ends</u> | <u>Extension Approved Through</u> | <u>Name</u> | <u>Title/Dept.</u> | <u>On Leave To</u> |
|------|-----------------------------------|---|-------------------|---|---|
| (34) | 9/18/10 | 9/1/12 | Downey,Matthew J | Assnt Dir Audits Competitive Higher Educ Svc | Vice Pres H E S C Exempt Higher Educ Svc |
| (35) | 9/1/10 | 9/1/12 | Burhans,Robert L | Comty Hlth Pg Mgr 3 Competitive Hlth Main Off | Health Prog Dir 3 Exempt Hlth Main Off |
| (36) | 5/20/10 | 5/1/12 | Cullen,Terrence P | Health Care Fn Pg M 2 Competitive Hlth Main Off | Health Prog Dir 3 Exempt Hlth Main Off |
| (37) | 9/1/10 | 9/1/12 | Hennessy,Mary E | Health Prog Admr 2 Competitive Hlth Main Off | Health Prog Dir 2 Non-Competitive Hlth Main Off |
| (38) | 9/1/10 | 9/1/12 | Kennedy,Deborah | Admnv Assnt Competitive Hlth Main Off | Health Program Adm 2 Unclassified Health Research, Inc. |
| (39) | 5/20/10 | 5/1/12 | Mossman,Philip N | Health Care Fn Pg M 2 Competitive Hlth Main Off | Health Prog Dir 2 Non-Competitive Hlth Main Off |
| (40) | 0/30/10 | 10/1/12 | Schell-Guy,Trisha | Senr Attorney Competitive OASAS Main Off | Assoc Counsel Exempt OASAS Main Off |
| (41) | 4/1/10 | 4/1/12 | Kosek,Russell J | Mgr Info Tech Svs 2 Tcl Competitive Off For Techlgy | Assnt Dir Inf Tech TS1 Non-Competitive Off For Techlgy |
| (42) | 9/23/09 | 9/1/11 | Strazzeri,David H | Info Tech Spec 4 D C Competitive Off For Techlgy | Assnt Dir Inf Tech TS1 Non-Competitive Off For Techlgy |
| (43) | 10/1/10 | 10/1/12 | Brown,Milton | Senr Parole Offcr Competitive Parole | Regnl Dir Parole Oper Non-Competitive Parole |
| (44) | 10/1/10 | 10/1/12 | Shapiro,James M | Senr Parole Offcr Competitive Parole | Supvg Parole Offcr Ss Non-Competitive Parole |

LEAVES OF ABSENCE – September 2010

4.15 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> |
|------|-----------------------------------|---|-------------------|--|--|
| (45) | 10/1/10 | 10/1/12 | Tompkins,Deborah | Parole Offcr Competitive Parole | Senr Parole Offcr S S Non-Competitive Parole |
| (46) | 10/1/10 | 10/1/12 | Wood,Donna P | Secy 1 Competitive State | Secy 2 Non-Competitive State |
| (47) | 10/1/10 | 10/1/12 | Wilkes,Kathleen A | Secy 1 Competitive Tmp&Disabl Asst | Secy 2 Non-Competitive Tmp&Disabl Asst |
| (48) | 10/1/10 | 10/1/12 | Bartczak,Maureen | Secy 1 Competitive Tr Main Office | Conf Aide Exempt Tr Main Office |

4. STAFFING SERVICES/REINSTATEMENTS - APPROVED EFFECTIVE 9/15/10

4.16 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) | 05/02/1988 | 05/03/1996 | Lewis (Esson), Janet | Correction Officer Trainee DOCS |
| (2) | 07/28/05 | 09/26/07 | Sanders, Barbara | Mental Health Therapy Aide OMH – Kingsboro PC |
| (3) | 08/08/85 | 06/26/97 | Fyle, Rosaline A. | Nutrition Services Administrator 2 OMH – Manhattan PC |
| (4) | 12/29/83 | 05/07/09 | Carrasquillo, Michael | Affirmative Action Administrator 3 OPWDD |
| (5) | 02/01/79 | 08/06/88 | Walsh, Susan | Keyboard Specialist 2 SUNY Albany |
| (6) | 09/07/95 | 03/16/09 | Deutsch, Leslie | Hearing Officer OTDA |
| (7) | 01/30/87 | 04/29/99 | Kilmer, Kevin | IT Specialist 3 (Programming) OTDA |

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. | 470C | 31-45 | Personnel and Employee Benefits | 5/22/10 | OC/PROM |
| 2. | 470C | 76-90 | “ “ “ | 5/22/10 | OC/PROM |
| 3. | 470C | 91-105 | “ “ “ | 5/22/10 | OC/PROM |
| 4. | 476C | 16-30 | Fiscal Management/School Business Management | 6/12/10 | OC/PROM |
| 5. | 476C | 31-45 | “ “ “ | 6/12/10 | OC/PROM |
| 6. | 479C | 1-15 | Senior Medical Examiner - Investigator | 6/12/10 | OC/PROM |
| 7. | 480C | 1-30 | State and Local Investigators | 6/12/10 | PROM |
| 8. | 482C | 16-30 | Staff Development and Training Series | 6/12/10 | OC/PROM |
| 9. | 482C | 61-75 | “ “ “ | 6/12/10 | OC/PROM |
| 10. | 482C | 31-45 | “ “ “ | 6/12/10 | OC/PROM |
| 11. | 496C | 1-15 | Entry and Upper Level Probation Series | 6/12/10 | OC/PROM |
| 12. | 496C | 46-60 | “ “ “ | 6/12/10 | OC/PROM |

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

| | <u>BOOKLET</u> | <u>ITEM NOS.</u> | <u>EXAM. OR SERIES</u> | <u>DATE HELD</u> | <u>TYPE</u> |
|----|----------------|------------------|------------------------------|------------------|-------------|
| 1. | 436-C | 31-60 | Residential Program Services | 5/22/10 | OC/Prom |
| 2. | 443-C | 1-15 | Homeless Services Rep | 5/22/10 | 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> |
|-----|----------------|-------------------|---|------------------|----------------|
| 3. | 449-C 451-C | 1-45 16-30 | Purchasing and Storekeeping " " " | 5/22/10 " | OC/Prom " " |
| 4. | 458-C | 91-105 106-120 | Higher Level Motor Vehicle Program Manager Series | 5/22/10 | Prom |
| 5. | 461-C | 16-45 | Local Health Services Admin | 5/22/10 | OC/Prom |
| 6. | 470-C | 61-75 | Personnel & Employee Benefits | 5/22/10 | OC/Prom |
| 7. | 416-C 417-C | 1-100 1-30 | Lower Level Fire Promotion " " " " | 5/22/10 " | OC/Prom " " |
| 8. | 499-C | 46-60 | Associate Health Care Fiscal Analyst | 6/12/10 | Prom |
| 9. | 481-C | 31-60 | S/L Investigators | 6/12/10 | OC/Prom |
| 10. | 499-C | 16-30 | Associate Health Care Fiscal Analyst | 6/12/10 | Prom |
| 11. | 496-C | 1-30 | Entry & Upper Level Probation | 6/12/10 | OC/Prom |
| 12. | 490-C | 1-45 | Local Nursing Administration | 6/13/09 | OC/Prom |
| 13. | 491-C | 1-15 | Supervisor of Correctional Facility Volunteer Tutors | 6/12/10 | OC |
| 14. | 445-C | 1-30 61-90 | Children & Family Services Specialist 1 | 5/22/10 | OC |
| 15. | 478-C | 46-60 | State & Local Investigators | 6/12/10 | OC/Prom |
| 16. | 478-C | 31-45 | State & Local Investigators Series | 6/12/10 | OC/Prom |
| | 403-D 402-D | 91-105 1-15 | Senior Budget Examiner State & Local Lab Series | " " | Prom OC |
| 17. | 484-C | 1-15 | Police Supervisors/Investigator | 6/12/10 | OC/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> |
|-----|----------------|---------------------------|--|-------------------|-----------------------|
| 18. | 400-D | 1-75 91-120 136-150 | Laboratroy (Clin-Forens-Gen) " " " " " " " " | 6/12/10 " " | OC/Prom " " " " |
| | 401-D | 1-30 61-135 | Laboratroy (Clin-Forens-Gen) " " " " | 6/12/10 " | OC/Prom " " |
| | 402-D | 46-60 91-150 | Laboratroy (Clin-Forens-Gen) " " " " | 6/12/10 " | OC/Prom " " |
| 19. | 481-C | 1-15 | Supervising Medical Conduct Investigator | 6/12/10 | Prom |
| | " | 16-30 | " " " " | " | " |
| 20. | 441-C | 1-45 | Community Service Center Managers 1 & 2 | 5/22/10 | Prom |
| 21. | 440-C | 31-75 | Unemployment Insurance Program Manager 1 & 2 | 5/22/10 | Prom |
| 22. | 478-C | 106-120 | State & Local Investigators | 6/12/10 | OC/Prom |
| 23. | 478-C | 61-75 | State & Local Investigators | 6/12/10 | OC/Prom |
| 24. | 459-C | 1-45 | Associate Examiner of Municipal Affairs | 5/22/10 | Prom |
| 25. | 403-D | 1-30 | Sr. Budget Examiner Series | 6/12/10 | Prom |
| 26. | 497-C | 16-30 | Higher Level Caseworker | 6/12/10 | OC/Prom |
| 27. | 469-C | 16-30 46-75 | Personnel and Employee Benefits | 5/22/10 | OC/Prom |
| | 470-C | 1-15 46-60 | " " " " " " " " | " " | " " " " |
| | 471-C | 16-30 76-105 | " " " " " " " " | " " | " " " " |
| 28. | 495-C | 61-75 | Entry & Upper Level Probation | 6/12/10 | Prom |
| 29. | 494-C | 31-75 | Entry & Upper Level Probation | 6/12/10 | OC/Prom |
| 30. | 495-C | 31-60 | Entry & Upper Level Probation | 6/12/10 | OC/Prom |
| 31. | 496-C | 31-45 91-120 | Entry & Upper Level Probation " " " " | 6/12/10 " | OC/Prom " " |

C. DISPOSITION OF POST-LIST EXAMINATION APPEALS - DISAPPROVED

| <u>IDENT. NO.</u> | <u>EXAM NO.</u> | <u>EXAM OR SERIES</u> | <u>DATE HELD</u> | <u>TYPE</u> |
|-----------------------|---------------------|------------------------------|----------------------|-------------|
| 053-XX-XXXX | 06-655 | Principal Insurance Examiner | 2006 | Prom |

5. TESTING SERVICES / PRIOR APPROVALS - APPROVED

| | <u>Booklet or Subtest</u> | <u>Subject</u> |
|------|---------------------------|--|
| 5.36 | CANAL 11 | Maintenance of canal locks, culverts, docks, piers and other canal and terminal structures |
| 5.37 | 251-8 | Office Practices |
| 5.38 | 241-M | Keyboarding Practices |
| 5.39 | Auto parts & equip | Automotive parts and equipment |
| 5.40 | ELTRON/AV 03 | Basic electronics, including circuitry, schematics and wiring diagrams |
| 5.41 | ELTRON/AV 26 | Installation, maintenance and repair of computer networks |
| 5.42 | MECH/ELEC ENGRS 03 | Operation and maintenance of electrical generation equipment |
| 5.43 | MECH/ELEC ENGRS 04 | Operation and maintenance of electrical distribution equipment |
| 5.44 | MECH/ELEC ENGRS 05 | Electrical plans, estimates and specifications |
| 5.45 | MECH/ELEC ENGRS 6 | Principles and practices of mechanical engineering, including energy conservation |
| 5.46 | MECH/ELEC ENGRS 8 | Installation and maintenance of electrical systems and equipment |
| 5.47 | MECH/ELEC ENGRS 15 | Interpretation of codes and standards applicable to mechanical systems |
| 5.48 | MECH/ELEC ENGRS 14 | Design, construction and installation of electrical systems, including electrical engineering calculations and estimates |
| 5.49 | Blast/Crane – Cr Cert 182 | Crane Operators Certificate of Competence |
| 5.50 | AUTO 04A | Maintenance & repair of mechanically and electronically controlled internal combustion engines |
| 5.51 | AB RD & FL INST | Ability to read and follow written instructions |

6. MERIT AWARDS

Report on Merit Awards.

MEMORANDUM

TO: Civil Service Commission
FROM: Mary Ann Valikonis
SUBJECT: Merit Awards for Employee Suggestions
DATE: August 19, 2010

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

If the awards are approved as recommended, the cash award granted will amount to \$380.29, of which \$195.00 will be paid by the Department of Civil Service.

Attachments

6. **MERIT AWARDS** (cont.)

| <u>SUGGESTION # AND AUTHOR</u> | <u>TITLE AND DEPARTMENT</u> | <u>SUMMARY OF SUGGESTION</u> | <u>RECOMMENDED AWARD</u> |
|--|---|---|--|
| <p>6.13 135378 Pamela Belschwinder</p> <p>APPROVED</p> | <p>Calculations Clerk II SG-09</p> <p>NYS Department of Taxation and Finance (DTF)</p> | <p>Ms. Belschwinder proposed that all departments in DTF add the website for the Department of Taxation and Finance to all letterhead. This suggestion addressed the lack of consistency in providing the website address. Having the website included in the letterhead would make it more convenient for the taxpayer. Providing the website address allows taxpayers to access the online service and possibly answer their own questions, saving the time, materials and labor costs involved with responding to incoming mail requests for information. The recommended award of \$25 identifies the suggestion as of moderate value with a limited extent of application. It was implemented in the one bureau that did not have the main Department of Taxation and Finance URL in its letterhead. The suggestion was implemented on 6/1/10 and was not related to Ms. Belschwinder's job duties and responsibilities.</p> | <p>\$25.00 Cash Award and a Certificate of Merit.</p> <p>The \$25.00 cash award will be paid in total by the Department of Civil Service.</p> |
| <p>6.14 146855 Carole Reinhart-Rohloff</p> <p>APPROVED</p> | <p>Tax Technician Trainee 1 SG- 10</p> <p>NYS Department of Taxation and Finance (DTF)</p> | <p>Ms. Reinhart-Rohloff proposed the consolidation of certain printable reports to a database or spreadsheet program. This file could then be sorted and the information utilized without the need to print reports. This suggestion was implemented on 6/9/10. The combined award total is \$285.29. The implementation is expected to save \$1,852.88 in the first year, resulting in a tangible award of 10% of the savings, or \$185.29. In addition, it provides an intangible benefit of "going green". The recommended intangible award of \$100.00 identifies the suggestion's moderate value and extended application as well as the lack of relatedness to Ms. Reinhart-Rohloff's duties and responsibilities.</p> | <p>\$285.29 Cash Award and a Certificate of Merit</p> <p>Civil Service will pay \$100.00 of the award and the Department of Taxation and Finance will pay the balance.</p> |

6. MERIT AWARDS (cont.)

| | | | |
|---|--|--|---|
| <p>6.15 182603 Charlene Hornyak</p> <p>APPROVED</p> | <p>Taxpayer Services Specialist 1 SG-14</p> <p>NYS Department of Taxation and Finance (DTF)</p> | <p>Ms. Hornyak proposed the addition of “Tips to Avoid Delays” to the NYS-1 withholding tax form coupons that will now be printed from the website. Ms. Hornyak also proposed the addition of boxes to be used for entering identification numbers to avoid the erroneous entry of the wrong number of digits, and the addition of the address to which the forms should be mailed. This suggestion was implemented on 7/15/10. Implementation of this suggestion prevents the taxpayer from entering less than 9 digits in the TP-ID box, reducing ID errors and subsequent contacts to taxpayers for correction. The “Tips to Avoid Delays” and the return address information were also added to the form. The recommended intangible award of \$100.00 reflects the suggestion’s limited extent of application and moderate value. The suggestion is 30% related to Ms. Hornyak’s job duties or responsibilities, thus reducing the award amount to \$70.00.</p> | <p>\$70.00 Cash Award and a Certificate of Merit.</p> <p>The \$70.00 cash award will be paid in total by the Department of Civil Service.</p> |
|---|--|--|---|

7. VACANT EXEMPT CLASS POSITIONS - APPROVED EFFECTIVE 9/15/10

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

| <u>Agency</u> | <u>Code</u> | <u>Item Nos.</u> | <u>Title</u> |
|--|-------------|---|---|
| Agriculture & Markets | 06000 | 00004 | Executive Assistant |
| Children & Family Services | 25000 | 00042 | Director Public Information |
| Correctional Services | 10160 | 48025 | Deputy Commissioner |
| Education Department | 11000 | 00301 00801 | Executive Deputy Commissioner Director Internal Audit |
| Executive Chamber | 01000 | 00105 00114 00115 01004 01307 01403 01407 01421 75001 | Special Office Assistant Confidential Assistant Deputy Secretary to the Governor Confidential Assistant Press Assistant Confidential Assistant Special Office Assistant Confidential Stenographer Counsel |
| Housing & Community Renewal | 01080 | 70112 80077 | Deputy Commissioner Deputy Commissioner |
| Labor Management Committees | 21220 | 00058 00640 | Employee Program Assistant Employee Program Assistant |
| Law Department | 03000 | 06842 | Confidential Legal Librarian |
| People w/ Developmental Disabilities, Office for | 51000 | 10101 10600 | Counsel Deputy Commissioner |
| Probation & Correctional Alternatives | 01200 | 00002 00010 | Executive Deputy Director Counsel |
| Public Service | 16000 | 00028 00213 | Special Assistant Assistant Counsel |

7. VACANT EXEMPT CLASS POSITIONS – September 2010 (cont.)

| <u>Agency</u> | <u>Code</u> | <u>Item Nos.</u> | <u>Title</u> |
|-------------------------|-------------|------------------|---------------------------------|
| Racing & Wagering Board | 01510 | 04501 | Presiding Judge |
| | | 04502 | Starter |
| | | 04503 | Associate Judge |
| | | 04504 | Associate Judge |
| | | 04505 | Assistant to Presiding Judge |
| | | 04506 | Investigator |
| | | 04507 | Recording Judge |
| | | 04508 | Paddock Judge |
| | | 04509 | Supervising Racing Veterinarian |
| | | 04652 | Starter |
| Real Property Services | 01310 | 00101 | Executive Deputy Director |
| | | 00120 | Counsel |
| | | 00162 | Director of Public Information |
| Regulatory Reform | 21110 | 00115 | Assistant Counsel |
| State | 19000 | 05222 | Citizen Services Representative |
| Taxation & Finance | | 20010 | 04701 Director Investigations |

Calendared from July 2010 meeting:

| <u>Agency</u> | <u>Code</u> | <u>Item No.</u> | <u>Title</u> |
|-------------------|-------------|-----------------|---------------------------------|
| State | 19000 | 05229 | Citizen Services Representative |
| Regulatory Reform | 21110 | 00120 | Secretary |

8. SECTIONS 55-B and C - APPROVED EFFECTIVE 9/15/10

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

| <u>Agency</u> | <u>Position</u> | <u>Item No.</u> |
|--------------------------------------|---|-----------------|
| Education Department | Calculations Clerk 1 | 44317 |
| | Vocational Rehab Counselor | 31000 |
| | Vocational Rehab Counselor | 43460 |
| | Vocational Rehab Counselor | 43630 |
| Insurance Department | Mail and Supply Clerk | 02630 |
| People w/ Developmental Disabilities | Developmental Disabilities Secure Care Treatment Aide Trainee | 41602 |
| | Fire and Safety Representative 1 | 10095 |
| Motor Vehicles | Clerk 1 | 01460 |
| | Clerk 1 | 20136 |
| Public Service | Keyboard Specialist 1 | 00150 |
| State | Code Compliance Specialist 1 | 02211 |
| SUNY Update Medical | Clerk 1 | 22522 |
| Technology, Office for | Keyboard Specialist 1 | 80033 |
| Veterans, Home for | Clerk 1 | 61348 |

Section 55-b – 13 positions
Section 55-c – 1 position

NYS CIVIL SERVICE COMMISSION
CALENDAR INDEX

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NEW YORK STATE CIVIL SERVICE COMMISSION

**INTEROFFICE
MEMORANDUM**

TO: Commissioner Groenwegen
FROM: Jennifer Paul
SUBJECT: September 2010 Commission Meeting
DATE: September 13, 2010

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

Wednesday, September 15

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

David Ernst
Anthony Rotundo