

STATE OF NEW YORK  
CIVIL SERVICE COMMISSION  
ALBANY, NEW YORK

September 21, 2011

**1. MUNICIPAL SERVICE**

1.62 (A) ALBANY COUNTY PERSONNEL DIRECTOR. Request for Commission approval of the resolution amending the Appendices of the Albany County Civil Service Rules.

**The State Commission calendared the request to place Telecommunicators (PT) in the non-competitive class in the Village of Menands for further review of the State Commission's policy regarding civil divisions with a population under 5,000.**

1.63 (B) CAYUGA COUNTY CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Text and Appendices of the Cayuga County Civil Service Rules.

**Approved with the following exceptions:**

***Text change to Rule XII – Certification (section 9) – The State Commission disapproved the proposed amendments based on the possible contradictions and confusion with the requirements of the Transfer Rule and the requirements of Civil Service Law.***

***Cayuga-Onondaga BOCES – The State Commission disapproved the request to place the position of Deputy Treasurer in the exempt class based on the practicability of competitive examination and the lack of compelling evidence.***

***Town of Brutus – The State Commission calendared the request to place Water Maintenance Workers in the non-competitive class for further review of the State Commission's policy regarding civil divisions with a population under 5,000.***

***Water and Sewer Authority – The State Commission disapproved the request to place Water Maintenance Persons in the non-competitive class without prejudice pending receipt of a request that includes additional information regarding recruitment difficulty or other compelling evidence of the impracticability of competitive examination.***

1.64 (C) CHAUTAUQUA COUNTY DIRECTOR OF HUMAN RESOURCES. Request for Commission approval of the resolution amending the Appendices of the Chautauqua County Civil Service Rules.

Approved with the following exceptions:

**County Service** – The State Commission approved the placement of Caseworkers-Intern (2-Year Limit) in the non-competitive class with the stipulation that the Director of Human Resources monitors the length of appointments and ensures that the decentralized examination program is structured appropriately to fulfill the goal of the internship program.

**Village of Westfield and Town of Carroll** - The State Commission calendared the request to place Water/Wastewater Maintenance Mechanics (Westfield) and Deputy Town Attorney (Grant Administration) (PT) (Carroll) in the non-competitive class for further review of the State Commission's policy regarding civil divisions with a population under 5,000.

**County Service and City of Jamestown** – The State Commission disapproved the request to place Wastewater Maintenance Mechanics II (County) and Wastewater Maintenance Workers (City) in the non-competitive class without prejudice pending receipt of a request that includes additional information regarding recruitment difficulty or other compelling evidence of the impracticability of competitive examination.

1.65 (D) NASSAU COUNTY CIVIL SERVICE COMMISSION. Request for Commission approval of the resolution amending the Appendices of the Nassau County Civil Service Rules.

Approved with the following exceptions:

**Village of Hempstead** – The State Commission disapproved the request to place Secretary to Human Relations Council in the exempt class based on the lack of compelling justification and the practicability of competitive examination.

**Nassau County Health Care Corporation** – The State Commission disapproved the request to place the position of Comptroller in the exempt class based on the lack of compelling evidence, and the unclear nature of the duties of the other finance related positions under the authority of the Deputy Executive Director in the NHCC and the relationship between these positions. Further, the State Commission directed that the County Commission review the duties and responsibilities of the positions under the authority of the Deputy Executive Director to determine if the position and jurisdictional classification of these position is appropriate. The State Commission indicated it would be receptive to revisiting this request should additional information clarifying the role of the requested title and related titles in the Nassau Health Care Corporation become available.

The following positions were disapproved for placement in the non-competitive class based on the practicability of examination and the lack of compelling justification, including the lack of contemporaneous recruitment efforts:

**Village of Rockville Centre** – Ambulance Medical Technicians (part-time)

**Fire Districts** – Fire Prevention Officers (part-time) and the simultaneous deletion of Fire Prevention Inspectors (part-time)

**Nassau Health Care Corporation** – Medical Record Coders I (part-time) (3), Speech Pathologists I (part-time) (3), and Physicians Assistants I (PT) (25).

- 1.66 (E) WESTCHESTER COUNTY COMMISSIONER OF HUMAN RESOURCES. Request for Commission approval of the resolution amending the Appendices of the Westchester County Civil Service Rules.

**Tentatively approved with the following exceptions:**

***Department of Social Services* – The State Commission disapproved the request to place Director of Temporary Assistance (3) and Director of Child Welfare (4) in the non-competitive class with a designation of policy influencing/confidential based on the practicability of examination, the lack of compelling evidence and the fact that other program managers at the same administrative level in various social service agencies throughout the State are in the competitive class.**

- 1.67 (F) CITY OF MOUNT VERNON CIVIL SERVICE COMMISSION. Follow-up on the Merit System Administration Report for the City of Mount Vernon Civil Service Commission.

**The State Commission reviewed the sixth follow-up report submitted by the City of Mount Vernon Civil Service Commission and noted that one recommendation has been addressed; there are still eight outstanding recommendations. The State Commission acknowledged the effort made to address these issues, but noted that action must be taken to address the outstanding recommendations, including updating the employment history records for the City school district. The State Commission directed that a seventh follow-up report be submitted no later than November 1, 2011; the school district employment history records should be updated by this deadline. Following this review, staff will determine the appropriate time to conduct an on-site follow-up review.**

- 1.68 (G) CITY OF PORT JERVIS CIVIL SERVICE COMMISSION. Follow-up on the Merit System Program Component Report on Appointment Process Administration for the City of Port Jervis Civil Service Commission.

**The State Civil Service Commission reviewed the third follow-up report provided by the City of Port Jervis Civil Service Commission and found that there are still two required actions which are not yet completely addressed. The State Commission directed that a fourth follow-up report be provided by December 15, 2011, as it is expected that the remaining two required actions will be completely addressed by this date. The report should include a description of the actions taken and supporting documentation to substantiate these corrective actions.**

- 1.69 (H) CITY OF ROME CIVIL SERVICE COMMISSION. Follow-up on the Merit System Program Component Report on Appointment Process Administration for the City of Rome Civil Service Commission.

**The State Civil Service Commission reviewed the third follow-up report provide by the City of Rome Civil Service Commission and found that there are still two required actions which are not yet completely addressed. The State Commission directed that a fourth follow-up report be provided by December 15, 2011, as it is expected that the remaining two required actions**

**will be completely addressed by this date. The report should include a description of the actions taken and supporting documentation to substantiate these corrective actions.**

1.70 (l) 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: Deputy Commissioner for DEP Police and Security; Assistant Commissioner for DEP Police and Security; Deputy Commissioner for Communications and Intergovernmental Affairs (DEP); Executive Chief of Staff (DEP); Senior Advisor to the Commissioner (DEP); and Confidential Assistant to the Executive Deputy Commissioner (DEP). The State Commission also approved deletion of the following titles from the Appendices of the Personnel Rules and Regulations of the City of New York: (TC# M12880) Secretary to the Department (1 position) in the Environmental Protection Administration—Department of Air Pollution Control; (TC#95236) Confidential Assistant to the Commissioner (1 position) in the Environmental Protection Administration—Department of Sanitation; and (TC# 12815) Confidential Secretary to the Commissioner in the Board of Water Supply.**

2. PENSION WAIVERS FOR RETIREES / LOCAL						ACTION AS INDICATED
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:						
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>						
Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1. <a href="#">Prokrym, Stephen S.</a>	3.00	Albany Co. Town of Coeymans Police Officer (PT) NonComp nonPolicy	01/01/2011 12/31/2012	\$23,000	Yes	Retroactive Approval
The State Commission approved the retroactive request for the limited period of 01/01/11-09/30/11 and disapproved the request thereafter. The appointing authority failed to demonstrate that there were "not readily available for recruitment" of other qualified non-retirees. Approval through 09/30/11 will provide time for the appointing authority to make a permanent appointment from the eligible list.						
2. <a href="#">Sim, Edward F.</a>	6.75	Albany County - Colonie, Village of Assistant Superintendent of Public Works (Village) Competitive	10/01/2011 09/30/2013	\$55,000	No	Disapproved
The State Commission disapproved the request. The Albany County Department of Civil Service failed to request an examination as directed by the State Civil Service Commission at its meeting of 09/15/10.						
3. <a href="#">Bradt, Dennis</a>	10.75	Albany, City of - City School District School Campus and Neighborhood Security Officer NonComp nonPolicy	07/01/2011 06/30/2013	\$41,439	Yes	Approved
The State Commission approved the request for the period of 07/01/11-06/30/13.						
4. <a href="#">Biggers, Thomas</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$95,785	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 so a determination may be made whether there are any qualified non-retirees available for appointment.						

5.	<a href="#">Cassino, John F.</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$93,794	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
6.	<a href="#">Colon, Herbert J.</a>	0.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$99,767	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
7.	<a href="#">Conway, Lawrence</a>	0.75	Nassau County - District Attorney's Office Special Investigator I (Law Enf. Crime Analysis) Competitive	01/27/2011 01/26/2013	\$74,250	Yes	Retroactive Approval
The State Commission approved the retroactive request for the limited period of 01/27/11-09/30/12. Approval through 09/30/12 was granted with the stipulation that the Nassau County Civil Service Commission conduct an examination so a determination may be made whether there are any qualified non-retirees available for appointment.							
8.	<a href="#">Falzarano, Michael</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$97,774	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
9.	<a href="#">Gillespie, William J.</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$93,794	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							

10.	<a href="#">Gregory, Brian</a>	4.25	Nassau County - District Attorney's Office Special Investigator I (Collision Investigation) Competitive	10/01/2011 09/30/2013	\$74,250	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
11.	<a href="#">Maher, Thomas</a>	4.25	Nassau County - District Attorney's Office Special Investigator I (Homicide) Competitive	10/01/2011 09/30/2013	\$75,955	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
12.	<a href="#">Meehan, Thomas S.</a>	3.75	Nassau County - District Attorney's Office Special Investigator I (Civil Forfeiture) Competitive	10/01/2011 09/30/2013	\$74,250	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
13.	<a href="#">Nicastro, Stephen J.</a>	3.75	Nassau County - District Attorney's Office Special Investigator I (Medicaid Fraud) Competitive	10/01/2011 09/30/2013	\$74,250	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
14.	<a href="#">Quinn, Terence</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$93,794	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							

15.	<a href="#">Rice, George A.</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$99,767	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
16.	<a href="#">Rizzo, Daniel E.</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$93,794	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
17.	<a href="#">Tunkel, Kenneth</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$95,785	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
18.	<a href="#">Walsh, William T.</a>	2.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$93,794	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							
19.	<a href="#">Whiston, James</a>	1.75	Nassau County - District Attorney's Office Special Investigator II (Index Crime) Competitive	10/01/2011 09/30/2013	\$109,726	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 so a determination may be made whether there are any qualified non-retirees available for appointment.							

20.	<a href="#">Dellisanti, Nicholas A.</a>	4.50	Nassau County - Health Care Corp. Asst Director of HR for Labor Relations, NHCC Competitive	09/01/2011 08/31/2013	\$98,500	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 Nassau County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
21.	<a href="#">Butler, Lawrence C.</a>	9.50	Onondaga County - No. Syracuse CSD Director of School Security and Safety Competitive	07/01/2011 06/30/2013	\$59,357	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-10/31/11, and disapproved the request thereafter. Approval through 10/31/11 will provide time for the appointing authority to make permanent appointment from the eligible list.							
22.	<a href="#">Hertman, Robert C.</a>	7.00	Orange County - Wallkill, Town of Police Chief (B) Competitive	07/01/2011 06/30/2013	\$110,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-06/30/12. If approval is sought beyond 06/30/12, the open-competitive eligible list must be re-canvassed and if there are fewer than three qualified non-retirees interested in appointment, the Orange County Department of Personnel must request an examination to ensure participation in the March 2012 Police Chief/Assistant Police Chief Examination Series.							
23.	<a href="#">Murphy, William F.</a>	3.50	Orleans County - Holley, Village of Police Chief Competitive	07/01/2011 06/30/2013	\$38,500	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-06/30/12. Approval through 06/30/12 was granted with the stipulation that the Orleans County Department of Personnel conduct an examination to determine if there are any qualified non-retirees available for appointment.							
24.	<a href="#">Hyde, Arthur M.</a>	7.75	Rensselaer County - District Attorney's Office Special Investigator (Confidential) Competitive	10/01/2011 09/30/2013	\$68,462	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 Rensselaer County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
25.	<a href="#">Payne, William H.</a>	4.75	Rensselaer County - District Attorney's Office Parole Re-entry Coordinator Competitive	10/01/2011 09/30/2013	\$54,388	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/01/11-12/31/11. The next examination for this title would be included in the June 2012 Probation Officer Series. Mr. Payne does not require a section 211 waiver beyond 12/31/11 as he will attain age 65 in 2012.							

26.	<a href="#">Riley, Michael S.</a>	4.75	Rensselaer County - District Attorney's Office Special Investigator (Confidential) Competitive	10/01/2011 09/30/2013	\$51,502	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 Rensselaer County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
27.	<a href="#">Peter, Bernhard</a>	8.25	Rensselaer County - Schodack, Town of Police Chief Competitive	09/01/2011 08/31/2013	\$78,993	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 Rensselaer County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
28.	<a href="#">Jackson, Jeffrey K.</a>	2.00	Schenectady County Mohonasen CSD Chief of School Security Competitive	01/01/2010 01/10/2011	\$67,673	Yes	Retroactive Approval
The State Commission approved the retroactive request for the period of 01/01/10-01/10/11.							
29.	<a href="#">Jackson, Jeffrey K.</a>	2.00	Schenectady County Mohonasen CSD Director of School Safety and Security Competitive	01/11/2011 01/10/2013	\$67,673	Yes	Retroactive Approval
The State Commission approved the retroactive request for the limited period of 01/11/11-06/30/12. Approval through 06/30/12 was granted with the stipulation that the results of the 02/04/12 promotion examination be reviewed 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.							
30.	<a href="#">Prokrym, Stephen S.</a>	2.00	Schenectady County - Municipal Housing Authority Tenant Investigator Competitive	10/01/2011 09/30/2013	\$24,286	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 Schenectady County Civil Service Commission conduct an examination to determine if there are any qualified non-retirees available for appointment.							
31.	<a href="#">Millan, Joseph L.</a>	6.00	Suffolk County - Copiague Public Schools Director of School Safety Competitive	09/01/2011 08/31/2013	\$96,692	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 eligible list be re-canvassed prior to the submission of a new section 211 waiver application. Approval through 06/30/12 will also avoid a disruption in the School District's security force throughout the 2011-2012 school year.							

32.	<a href="#">Allen, Wayne E.</a>	5.00	Suffolk County - District Attorney's Office Investigative Assistant (Technical Services) Competitive	05/01/2011 04/30/2013	\$44,187	Yes	Limited Approval
	The State Commission approved the request for the limited period of 05/01/11-09/30/11 and disapproved the request thereafter. Approval through 09/30/11 will provide time for the appointing authority make a permanent appointment from the eligible list.						
33.	<a href="#">Gimbl, Richard J.</a>	3.50	Suffolk County - Islip, Town of Town Emergency Preparedness Coordinator Competitive	07/01/2011 06/30/2013	\$40,000	Yes	Limited Approval
	The State Commission approved the request for the limited period of 07/01/11-07/31/12. Approval through 07/31/12 was granted with the stipulation that the eligible list resulting from the April 2012 examination be reviewed to determine if there are any qualified non-retirees available for appointment.						
34.	<a href="#">Menendez, William R.</a>	3.50	Suffolk County - Islip, Town of Emergency Preparedness and Safety Trainer Competitive	08/01/2011 07/31/2013	\$54,597	Yes	Limited Approval
	The State Commission approved the request for the limited period of 08/01/11-07/31/12. Approval through 07/31/12 was granted with the stipulation that the eligible list resulting from the April 2012 examination be reviewed to determine if there are any qualified non-retirees available for appointment.						
35.	<a href="#">Joseph Sr., Thomas H.</a>	10.00	Suffolk County - West Babylon UFSD School Bus Driver NonComp nonPolicy	09/02/2011 09/01/2013	\$33,000	Yes	Limited Approval
	The State Commission approved the request for the limited period of 09/02/11-12/31/11. If approval is sought beyond 12/31/11, the appointing authority must conduct a formal and nearly contemporaneous recruitment effort to determine if there are any qualified non-retirees available for appointment.						
36.	<a href="#">O'Pray, Charles</a>	6.00	Suffolk County - West Babylon UFSD School Bus Driver NonComp nonPolicy	09/02/2011 09/01/2013	\$33,000	Yes	Limited Approval
	The State Commission approved the request for the limited period of 09/02/11-12/31/11. If approval is sought beyond 12/31/11, the appointing authority must conduct a formal and nearly contemporaneous recruitment effort to determine if there are any qualified non-retirees available for appointment.						
37.	<a href="#">Tota, Anthony S.</a>	11.00	Westchester County - Public Safety, Department of Ballistics Technician NonComp nonPolicy	09/04/2011 09/03/2013	\$80,000	Yes	Limited Approval
	The State Commission approved the request for the limited period of 09/04/11-12/31/11. Approval beyond 12/31/11 is not necessary as the retiree will attain age 65 in 2012.						

2. PENSION WAIVERS FOR RETIREES / LOCAL						ACTION AS INDICATED	
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
<b>STATUTORY CRITERIA POST-OCTOBER 7, 2008</b>							
	<b>Name</b>	<b>Years in Position Under §211</b>	<b>Department, Title, Juris Class</b>	<b>Requested Period of Employment</b>	<b>Annual Salary</b>	<b>Recruitment?</b>	<b>Action</b>
1.	<a href="#">Klopott, Zvi S.</a>	1.25	Albany County Department for Children, Youth and Families Contractual Psychiatric Services	10/02/2011 10/01/2013	\$60,840	Yes	Limited Approval
The State Commission approved the request for the limited period of 10/02/11-10/01/12. It was noted that Dr. Klopott's contract with Albany County terminates on 10/01/12. If approval is sought beyond 10/01/12, a new recruitment effort must be made.							
2.	<a href="#">Adamo, Sr., Joseph J.</a>	5.50	Albany, City of – City School District School Campus and Neighborhood Security Officer NonComp nonPolicy	07/01/2011 06/30/2013	\$37,632	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-12/31/11. Approval beyond 12/31/11 is not necessary as the retiree will attain age 65 in 2012.							
3.	<a href="#">Bowen, Jonathan A.</a>	7.50	Albany, City of – City School District School Campus and Neighborhood Security Officer NonComp nonPolicy	07/01/2011 06/30/2013	\$38,920	Yes	Approved
The State Commission approved the request for the period of 07/01/11-06/30/13.							
4.	<a href="#">Dittmer, Kenneth</a>	5.50	Albany, City of – City School District School Campus and Neighborhood Security Officer NonComp nonPolicy	07/01/2011 06/30/2013	\$37,632	Yes	Approved
The State Commission approved the request for the period of 07/01/11-06/30/13.							
5.	<a href="#">Grogan III, John J.</a>	0.50	Albany, City of – City School District Asst Dir. of School Campus & Neighborhood Security Competitive	07/01/2011 06/30/2013	\$43,260	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-10/31/11 and disapproved the request thereafter. The limited period of approval through 10/31/11 will provide time for the appointing authority to make a permanent appointment from the eligible list.							

6.	<a href="#">Hayes, Michael A.</a>	0	Madison County - Village of Cazenovia Police Chief Competitive	01/30/2011 01/29/2013	\$55,000	Yes	Retroactive Approval
The State Commission approved the request for the limited period of 01/30/11-06/30/12. If approval is sought beyond 06/30/12, the eligible list must be re-canvassed and if there are no qualified non-retirees interested in appointment, the Madison County Personnel Department must request an examination to ensure participation in the March 2012 Police Chief/Assistant Police Chief Examination Series.							
7.	<a href="#">Pluff, Daniel J.</a>	1.75	Niagara County - District Attorney's Office Criminal Investigator for District Attorney Competitive	10/01/2011 09/30/2013	\$46,168	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 Niagara County Civil Service conduct an examination to determine if there are any qualified non-retirees available for appointment.							
8.	<a href="#">Coffey, Matthew P.</a>	0	Oswego County - BOCES School Security Officer Competitive	01/01/2011 12/31/2012	\$32,768	Yes	Retroactive Approval
The State Commission approved the retroactive request for the limited period of 01/01/11-06/30/12. The limited period of approval through 06/30/12 was granted with the stipulation that the results from the 02/04/12 open-competitive examination be reviewed to determine if there are any qualified non-retirees available for appointment.							
9.	<a href="#">Moran, John P.</a>	0.75	Suffolk Co. Hampton Bays UFSD Director of School Safety 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. If approval is sought beyond 06/30/12, the open-competitive eligible list must be re-canvassed and if there no non-retirees interested in appointment, the Suffolk County Department of Civil Service must request an examination to ensure participation in the February 2012 Safety and Security Series.							
10.	<a href="#">Fogarty, Yvonne D.</a>	0	Tomkins County - Health Department Contractual Speech Language Pathology Services	01/01/2009 12/31/2010	\$55,000	Yes	Retroactive Approval
The State Commission approved the retroactive request for the limited period of 01/01/09-12/31/09. It was noted that a section 211 waiver is not necessary beyond 12/31/09 as the retiree remained under the earnings limitation provided for in section 212 of the Retirement and Social Security Law during the 2010 calendar year.							
11.	<a href="#">Van Nostrand, Barry W.</a>	0.50	Wayne Co.- Wayne Central School District School Safety Officer Competitive	07/01/2011 06/30/2013	\$55,000	Yes	Limited Approval
The State Commission approved the request for the limited period of 07/01/11-10/31/11 and disapproved the request thereafter. The limited period of approval through 10/31/11 will provide time for the appointing authority to make a permanent appointment from the eligible list.							

2. PENSION WAIVERS FOR RETIREES / STATE						ACTION AS INDICATED	
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruit-ment?	Action
1.	<a href="#">Casado, Michael</a>	10.00	Attorney General's Office Investigator Exempt	08/26/2011 08/25/2013	\$79,525	Yes	Approved
The State Commission approved the request for the period of 08/26/11-08/25/13.							
2.	<a href="#">DeSerio, Joseph M.</a>	2.25	Attorney General's Office Investigator Exempt	08/31/2011 12/31/2012	\$81,834	Yes	Approved
The State Commission approved the request for the period of 08/31/11-12/31/12.							
3.	<a href="#">Hayes, Richard J.</a>	4.25	Attorney General's Office Investigator Exempt	08/31/2011 08/30/2013	\$55,445	Yes	Approved
The State Commission approved the request for the period of 08/31/11-08/30/13.							
4.	<a href="#">Hernandez, Ismael</a>	8.25	Attorney General's Office Investigator Exempt	09/01/2011 08/31/2013	\$65,738	Yes	Approved
The State Commission approved the request for the period of 09/01/11-08/31/13.							
5.	<a href="#">Hinchey, Douglas</a>	4.00	Attorney General's Office Investigator Exempt	09/09/2011 09/08/2013	\$74,944	Yes	Approved
The State Commission approved the request for the period of 09/09/11-09/08/13.							
6.	<a href="#">Lynch, Patrick</a>	10.00	Attorney General's Office Investigator Exempt	08/26/2011 08/25/2013	\$77,195	Yes	Approved
The State Commission approved the request for the period of 08/26/11-08/25/13.							
7.	<a href="#">Maiorano, Albert T.</a>	6.25	Attorney General's Office Investigator Exempt	08/31/2011 08/30/2013	\$89,115	Yes	Approved
The State Commission approved the request for the period of 08/31/11-08/30/13.							

8.	<a href="#">Ortiz, Edward</a>	6.00	Attorney General's Office Investigator Exempt	09/15/2011 12/31/2011	\$59,077	Yes	Approved
	The State Commission approved the request for the period of 09/15/11-12/31/11.						
9.	<a href="#">Remington, Royal J.</a>	8.50	Attorney General's Office Investigator Exempt	08/31/2011 08/30/2013	\$64,492	Yes	Approved
	The State Commission approved the request for the period of 08/31/11-08/30/13.						
10.	<a href="#">Talty, Peter J.</a>	10.00	Attorney General's Office Investigator Exempt	09/13/2011 09/12/2013	\$100,498	Yes	Approved
	The State Commission approved the request for the period of 09/13/11-09/12/13.						
11.	<a href="#">Ward, Michael G.</a>	6.00	Attorney General's Office Investigator Exempt	09/06/2011 09/05/2013	\$59,077	Yes	Approved
	The State Commission approved the request for the period of 09/06/11-09/05/13.						

2. PENSION WAIVERS FOR RETIREES / OTHER						ACTION AS INDICATED	
The following requests to employ retirees in accordance with Section 211 of the New York State Retirement and Social Security Law are presented for Commission consideration:							
<b>STATUTORY CRITERIA PRE-OCTOBER 7, 2008</b>							
	Name	Years in Position Under §211	Department, Title, Juris Class	Requested Period of Employment	Annual Salary	Recruitment?	Action
1.	<a href="#">Smith, Kevin</a>	3.50	Assembly Administrative Aide Unclass	04/01/2010 03/31/2012	\$40,482	Yes	Retroactive Approval
The State Civil Service Commission approved the retroactive request for the limited period of 04/01/10-10/13/10.							

**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**

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

Food Laboratory Scientist (Seed)  
Food Laboratory Scientist

(Control No. 11-022)

#### **APPROVED (not phi)**

3.51 (B) OFFICE OF INDIGENT LEGAL SERVICES. Request for Commission approval of exempt classification of the following positions which they are asking to have established:

Assistant Counsel (3)  
Special Assistant

(Control No. 11-016)

#### **APPROVED**

3.52 (C) OFFICE OF MENTAL HEALTH. Request for Commission approval of continued non-competitive classification of the position of Mental Health Program Manager 2 (title structure changed from Director, Bureau of Quality Assurance).

#### **APPROVED (continuation of phi)**

3.53 (D) FOR COMMISSION CONSIDERATION. Request for Commission approval of continued non-competitive classification of the position of Chief Information Security Officer 1 (title structure changed from Information Security Officer).

#### **APPROVED (continuation of phi)**

- 3.54 (E) FOR COMMISSION CONSIDERATION. Matter of Commission giving final approval to the following request which was before the Commission at the March 23, 2011 meeting:

OFFICE OF MENTAL HEALTH. Request for Commission approval of exempt classification of the following positions which they are asking to have established:

Chief Investigations  
Assistant Chief Investigations  
Investigator

(Control No. 10-038) – **see attached letter from OMCE**

**APPROVED**

- 3.55 (F) FOR COMMISSION CONSIDERATION. Request from several agencies to suspend the Attendance Rules for employees in the Southern Tier Area including Broome, Chenango, Fulton, Otsego, Schoharie, Sullivan and Tioga Counties due to snowstorm on March 7, 2011.

**DISAPPROVED - the request to suspend the Attendance Rules for employees who did not report to work on March 7, 2011.**

**APPROVED – suspension of the Attendance Rules for the one employee of the Office of the State Comptroller (Schoharie) as well as the three employees of the Office of Temporary and Disability Assistance (Broome) who were locked-out of the buildings in which they were assigned to work.**

- 3.56 (G) FOR COMMISSION CONSIDERATION. Request from the Division of Housing and Community Renewal to suspend the Attendance Rules for employees in Bronx, Kings, New York and Queens Counties due to heavy snow throughout the area on January 27, 2010.

**DISAPPROVED**

- 3.57 (H) FOR COMMISSION CONSIDERATION. Request from the Office of Temporary and Disability Assistance to suspend the Attendance Rules for one employee in Tioga County due to building closure by county officials due to a power outage on May 27, 2011.

**APPROVED**

- 3.58 (I) FOR COMMISSION CONSIDERATION. Matter of deleting the subheading Division of Parole and the positions listed thereunder; changing the agency name from Department of Correctional Services to Department of Corrections and Community Supervision and transferring, increasing and adding positions to and deleting positions from the Department of Corrections and Community Supervision.

**APPROVED**

- 3.59 (J) FOR COMMISSION CONSIDERATION. Minutes of the Commission meeting held July 21, 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 17 WHICH WAS APPROVED FROM 2/21/10 THROUGH 2/1/12 IN ORDER TO COVER THE RETROACTIVITY.**

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

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)	9/1/11	3/1/12	Held, Jacqueline	Admnv Assnt Competitive Alc Bev Cont Bd	Exec Secy Exempt Alc Bev Cont Bd
(2)	10/1/11	4/1/12	Greenberg, Ronald L	Chf Budget Exmr Non-Competitive Budget	Deputy Dir Exempt Budget
(3)	10/1/11	4/1/12	Mirabile, John	Mail&Supply Clerk Non-Competitive Budget	Spec Office Assnt Exempt Budget
(4)	10/1/11	4/1/12	Tyler, Karen B	Admnv Offr 6 Competitive Budget	Chf Budget Exmr Non-Competitive Budget
(5)	10/1/11	4/1/12	Vanalstyne, James J	Mail&Supply Clerk Competitive Budget	Senr Mail&Supply Clk Non-Competitive Budget
(6)	10/1/11	4/1/12	White, Anne M	Agency Prgm Aide Competitive Budget	Conf Secy Exempt Budget
(7)	10/1/11	4/1/12	Busold, Rose M	Contract Mgt Spec Tr 1 Competitive Comptroller	Exec Secy Exempt Comptroller
(8)	10/1/11	4/1/12	Molitor, Brianne M	Jr Investment Officer Competitive Comptroller	Spec Investmnt Offcr Exempt Comptroller

(9)	9/1/11	3/1/12	Lombardo,Ivy S	Corrl Fclty Food Ad 2 Competitive DOCCS Auburn	Deputy Supt Admnv S 3 Non-Competitive DOCCS Orleans
(10)	9/1/11	3/1/12	Stallone,David	Educ Supvr General Competitive DOCCS Auburn	Supt Corr Fac Non-Competitive DOCCS Cayuga
(11)	9/1/11	3/1/12	Crawford,Daniel J	Corr Captain Competitive DOCCS Cape Vincen	Deputy Supt Secrty S3 Non-Competitive DOCCS Gouverneur
(12)	9/1/11	3/1/12	Daly,Joan M	Inst Steward Competitive DOCCS Cayuga	Deputy Supt Admnv S 2 Non-Competitive DOCCS Butler
(13)	9/1/11	3/1/12	Brown,Stephen J	Corr Captain Competitive DOCCS Clinton	Deputy Supt Secrty S3 Non-Competitive DOCCS Franklin
(14)	9/24/11	3/1/12	Uhler,Donald G	Corr Captain Competitive DOCCS Clinton	Deputy Supt Secrty S3 Non-Competitive DOCCS Upstate
(15)	9/1/11	3/1/12	Jimenez,Angela B	Senr Parole Offcr Competitive DOCCS Community Supervision	Deputy Commr Pend Exempt DOCCS Community Supervision
(16)	9/11/11	3/1/12	Whitbeck,Stephen	Senr Parole Offcr Competitive DOCCS Community Supervision	Member Unclassified DOCCS Community Supervision
(17)	2/21/10	2/1/12	Fortin,Susan M	Inst Steward Competitive DOCCS Cor Marcy	Deputy Supt Admnv S 3 Non-Competitive DOCCS Mohawk
(18)	9/1/11	3/1/12	Wenderlich,Stephen J	Corr Captain Competitive DOCCS Elmira Cntr	Deputy Supt Secrty S3 Non-Competitive DOCCS Elmira Cntr
(19)	9/1/11	3/1/12	Robinson,Grafton G	Corr Captain Competitive DOCCS Five Points	Deputy Supt Secrty S3 Non-Competitive DOCCS Auburn
(20)	9/1/11	3/1/12	Greis,Philip A	Corr Captain Competitive DOCCS Lakeview	Deputy Supt Secrty S3 Non-Competitive DOCCS Collins
(21)	9/1/11	3/1/12	Flagler,Bruce W	Corr Captain Competitive DOCCS Livingston	Deputy Supt Secrty S3 Non-Competitive DOCCS Wyoming

(22)	9/1/11	3/1/12	Goetz,Thomas	Senr Attorney Competitive DOCCS Main Office	Assoc Counsel Exempt DOCCS Main Office
(23)	9/1/11	3/1/12	Hallenbeck,David P	Corr Class Analyst Competitive DOCCS Main Office	Supt Corr Fac Non-Competitive DOCCS Hale Creek
(24)	9/1/11	3/1/12	Kennedy,Robert J	Corrl Srvs Fire&Sfy C Competitive DOCCS Main Office	Assnt Commr Exempt DOCCS Main Office
(25)	9/1/11	3/1/12	Melecio,Phil	Supvg Corr Cnslr Competitive DOCCS Main Office	Deputy Supt Prog S 2 Non-Competitive DOCCS Hale Creek
(26)	9/24/11	3/1/12	Constant,G P	Corr Captain Competitive DOCCS Mt Mcgregor	Deputy Supt Secrty S2 Non-Competitive DOCCS Mt Mcgregor
(27)	9/1/11	3/1/12	Adler,Edward M	Supvg Corr Cnslr Competitive DOCCS Otisville	Deputy Supt Prog S 3 Non-Competitive DOCCS Arthur Kill
(28)	9/1/11	3/1/12	Pariso,Anthony	Supvg Corr Cnslr ASAT Competitive DOCCS Willard DTC	Deputy Supt Prog S 3 Non-Competitive DOCCS Willard DTC
(29)	10/1/11	4/1/12	Christian,Deborah W	Assoc Atty Competitive En Con	Assnt Counsl Exempt En Con
(30)	10/1/11	4/1/12	Little,William G	Assoc Atty Competitive En Con	Assoc Counsel Non-Competitive En Con
(31)	10/1/11	4/1/12	Lodico,Philip J	Assoc Atty Competitive En Con	Deputy Consl Exempt En Con
(32)	10/15/11	4/1/12	Flynn,Dwight Troy	Senr Attorney Competitive Higher Educ Svc	Deputy Consl Exempt Higher Educ Svc
(33)	9/1/11	3/1/12	Allen,Gregory S	Info Sys Auditor 3 Competitive Hlth Main Off	Health Prog Dir 3 Exempt Hlth Main Off
(34)	9/1/11	3/1/12	Horan,Sue M	Admnv Assnt Competitive Hlth Main Off	Exec Secy Exempt Hlth Main Off

(35)	9/1/11	3/1/12	Maloney,Debra L	Admnv Assnt Competitive Hlth Main Off	Spec Assnt Exempt Hlth Main Off
(36)	10/1/11	4/1/12	Tarantino,Daniel J	Assoc Atty Hlth C Reg Competitive Hlth Main Off	Assnt Counsl Exempt Hlth Main Off
(37)	10/1/11	4/1/12	Dixon,Rene T	Secy 1 Competitive Housng & Comm Ren	Secy 2 Non-Competitive Housng & Comm Ren
(38)	10/1/11	4/1/12	Wollman,Susan H	Assoc Atty Competitive Housng & Comm Ren	Assoc Counsel Exempt Housng & Comm Ren
(39)	9/1/11	3/1/12	Downey,Caroline J	Supvg Attorney Competitive Human Rights	Counsel Exempt Human Rights
(40)	10/1/11	4/1/12	Kennedy,Marion J	Secy 2 Competitive Insurance	Secy Exempt Insurance
(41)	11/1/11	5/1/12	Rothblatt,Jon G	Prin Atty Insur Competitive Insurance	Dir Insur Policy An Non-Competitive Insurance
(42)	11/1/11	5/1/12	Collazocrespo,Evelyn C	Clerk 1 Competitive Insurance Fund	Customer Svs Rep 1 Non-Competitive Insurance Fund
(43)	11/1/11	5/1/12	Isaacson,Barbara	Keyboard Spec 1 Competitive Insurance Fund	Customer Svs Rep 3 Non-Competitive Insurance Fund
(44)	11/1/11	5/1/12	Leiter,Beth I	Clerk 2 Competitive Insurance Fund	Customer Svs Rep 1 Non-Competitive Insurance Fund
(45)	10/1/11	4/1/12	Miliano,Michael J	Supvg Attorney Competitive Insurance Fund	Deputy Consl Exempt Insurance Fund
(46)	10/1/11	4/1/12	Morris,Lorna M	Claims Svs Rep 2 Competitive Insurance Fund	Insur Fd Bus Mgr Non-Competitive Insurance Fund
(47)	11/1/11	5/1/12	Sammons,Robert J	Mgr Info Tech Svs 2 Tcl Competitive Insurance Fund	Assnt Dpty Dir Exempt Insurance Fund

(48)	11/1/11	5/1/12	Sammons,Susan E	Secy 1 Competitive Insurance Fund	Custmr Svs Prg Spec 1 Non-Competitive Insurance Fund
(49)	9/17/11	3/1/12	Morrissey,Joseph B	Assnt To Dpty Cmr Lbr Non-Competitive Labor	Assnt Dir Pub Info Exempt Labor
(50)	9/1/11	3/1/12	Dejohn,Sandra M	Secy 1 Competitive Labor Mgmt Cm	Conf Stenographer Exempt Labor Mgmt Cm
(51)	8/1/11	2/1/12	Dennis,Michelle	Agency Prgm Aide Competitive Labor Mgmt Cm	Conf Stenographer Exempt Labor Mgmt Cm
(52)	11/1/11	5/1/12	Gurney,Gardner S	Admnv Offr 6 Competitive Lottery	Exec Dpty Dir Exempt Lottery
(53)	9/1/11	3/1/12	Appel,Anita	Chf Mntl Hlth Chld Ts Competitive MH Brooklyn Chl	Deputy Dir Psy Cntr 2 Non-Competitive MH Main Office
(54)	8/1/11	2/1/12	Smitka,John P	Mental Hlth Pgm Spc 3 Competitive MH Main Office	Deputy Dir Psy Cntr 1 Non-Competitive MH Main Office
(55)	9/1/11	3/1/12	Krajewski,Robin A	Chf Mntl Hlth Trm Srv Competitive MH Pilgrim	Deputy Dir Psy Cntr 2 Non-Competitive MH Main Office
(56)	10/1/11	4/1/12	Monson,Charles W	OASAS Prg Mgr 2 Competitive OASAS Main Off	Assoc Commr Exempt OASAS Main Off
(57)	9/1/11	3/1/12	Santiago,Pauline C	Secy 1 Competitive Off for Aging	Secy 2 Non-Competitive Off for Aging
(58)	9/1/11	3/1/12	Strazzeri,David H	Info Tech Spec 4 D C Competitive Off For Techlgy	Assnt Dir Inf Tech TS1 Non-Competitive Off For Techlgy
(59)	6/1/11	12/1/11	Hynes,Richard D	Senr Supt Constructn Competitive OGS	Spec Assnt Exempt OGS
(60)	8/1/11	2/1/12	Osterhout,Michele A	Secy 1 Competitive OGS	Secy 2 Non-Competitive OGS

(61)	8/1/11	2/1/12	Treffiletti,Katrina M	Keyboard Spec 1 Competitive OGS	Secy 2 Non-Competitive OGS
(62)	9/1/11	3/1/12	Daniels Rivera,Janine Y	Assoc Atty Competitive OMIG	Counsel Exempt OMIG
(63)	9/1/11	3/1/12	Pannell,Annmarie	Clerk 2 Competitive OPWDD Inst for Res	Out of State Service
(64)	10/1/11	4/1/12	Cottrell,Kevin E	Grants In Aid Pgm A 1 Non-Competitive P&R Niagara	Out of State Service
(65)	11/1/11	5/1/12	Brewer,Aida M	Investment Officer Competitive Tax& Finance	Deputy Commr&Treasr Exempt Tax& Finance
(66)	11/1/11	5/1/12	Powell,Susan	Taxpayer Svs Spec 2 Competitive Tax& Finance	Tax Polcy Anlst 3 Non-Competitive Tax& Finance
(67)	10/1/11	4/1/12	Williams,Jalisa D	Affirm Actn Admr 1 Competitive Tax& Finance	Affirm Actn Admr 2 Non-Competitive Tax& Finance
(68)	10/1/11	4/1/12	Woodward,Jamie A	Dir Tax Processing Competitive Tax& Finance	Exec Dpty Commr Exempt Tax& Finance
(69)	9/1/11	3/1/12	Gersowitz,Robert S	Assoc Atty Competitive Tmp&Disabl Asst	Assnt Counsl Exempt Tmp&Disabl Asst
(70)	9/1/11	3/1/12	Pedicone,Henry S	Prin Hearing Officer Competitive Tmp&Disabl Asst	Assnt Counsl Exempt Tmp&Disabl Asst
(71)	9/1/11	3/1/12	Stack,Eileen M	Assoc Counsel Non-Competitive Tmp&Disabl Asst	Assnt Counsl Exempt Tmp&Disabl Asst
(72)	10/1/11	4/1/12	Beloten,Robert E	Comp Claims Referee Competitive Workers Comp	Chairman Wkrs Comp Bd Unclassified Workers Comp
(73)	10/1/11	4/1/12	Wood,Cheryl M	Assoc Atty Competitive Workers Comp	Assoc Counsel Exempt Workers Comp

**4. STAFFING SERVICES/REINSTATEMENTS – APPROVED EFFECTIVE 9/21/11**

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)	11/9/2006	12/12/2007	Smith, Alfonzo	Mental Health Therapy Aide OMH (Capital District Psych. Center)
(2)	02/01/2001	02/22/2007	Kretchmer, Jamie L.	Keyboard Specialist 2 SUNY Geneseo
(3)	05/17/1984	04/05/2001	Charette, Donna	Info. Tech. Specialist 3 (Programming) Tax and Finance

**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.	476	31-45	Personnel and Employee Benefits	5/14/11	OC/PROM/ NCP
2.	485F	76-90	Police Supervisors/ Investigators	6/4/11	OC/PROM
3.	496F	1-30	Local Nurse Instructors	6/4/11	OC/PROM
4.	401G	56-60	Mechanical Estimator	6/4/11	OC/PROM Pre-rating
5.	403G	46-75	Entry and Upper Level Probation	6/4/11	OC/PROM
6.	405G	16-45	Entry and Upper Level Probation	6/4/11	OC
7.	413G	31-45	State and Local Investigator	6/4/11	OC
8.	418G	61-75	Administrative Analysis and Budgeting	6/4/11	OC/PROM/ NCP
9.	419G	76-90	Administrative Analysis and Budgeting	6/4/11	OC/PROM/ NCP

**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.	492-F	11-15 46-50 76-105	Industrial Hygienist Series	6/4/11	OC/Prom
2.	400-G	1-45	Local Nursing Administration Series	6/4/11	OC/Prom
3.	446-F “	31-45 76-90	Addiction Services Series “ “ “	5/14/11 “	OC/Prom OC
4.	450-F	1-40	Department of Health Admin	5/14/11	Prom

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

	<u>BOOKLET</u>	<u>ITEM NOS.</u>	<u>EXAM. OR SERIES</u>	<u>DATE HELD</u>	<u>TYPE</u>
5.	490-F	81-90	Building Electrical Engineer Series	6/4/11	OC/Prom
6.	493-F	46-60	Transportation Office Asst 2	6/4/11	OC/Prom
7.	403-G	1-45	Entry and Upper Level Probation Series	6/4/11	OC/Prom
	404-G	31-60	Entry and Upper Level Probation Series	6/4/11	OC/Prom/NCP
8.	429-F	1-100	Lower Level Fire Promotion	6/4/11	OC/Prom
9.	487-F	61-75	State Correctional Admin Series	6/4/11	Prom
	405-G	61-75	Entry and Upper Level Probation Series	6/4/11	OC/Prom/NCP
10.	488-F	1-45	Examinations Editing	6/4/11	OC/Prom
11.	417-G	76-90	Administrative Analysis and Budgeting Series	6/4/11	OC/Prom/NCP
12.	412-G	1-15 46-60 76-120	State and Local Investigators Series	6/4/11	OC/Prom/Tran
	414-G	1-90	State and Local Investigator Series	6/4/11	Prom
13.	498-F	16-45	Unclaimed Property/ Abandoned Property	6/4/11	Prom
14.	497-F	1-30 91-105	Unclaimed Property/ Abandoned Property	6/4/11	Prom
15.	406-G	16-30	Higher Level Caseworker	6/4/11	OC/Prom
	407-G	1-30	Higher Level Caseworker	6/4/11	OC/Prom
16.	424-F	16-30	Associate Budget Examiner	6/4/11	Prom

## 5. TESTING SERVICES / PRIOR APPROVALS - APPROVED

	<u>Booklet or Subtest</u>	<u>Subject</u>
5.29	FIR.FLS-11 FIR.FIS-11 EIP.SF-11	Fire Prevention, inspections and hazards (low) Fire Investigation Education and interacting with the public
5.30	PWM.SF-11 FIR.RCS-11 FIR.FHS-11	Preparing written material U & I Fire Codes Fire prevention, inspections and hazards (high)
5.31	RIP.SF-11 FIR.FFS-11	Reading & Interpreting plans and specifications Firefighting practices and equipment
5.32	PPT.SF-11  FIR.RFF-11 UWM.FS	Principles and practices of staff development and training Rescue tech. and FF practices U & I written material
5.33	FIR.HMS-11 SUP.SF-11 FIR.MAS-11	Hazardous materials Supervision Mutual Aid and emergency preparedness process
5.34	FIR.RTS-11  ADS.SF-11	Rescue techniques and basic emergency medical response Administrative Supervision
5.35	ADM.SF-11 PME.SF-11  FIR.AFS-11	Administration Planning & Management of emergency communications systems Aircraft Firefighting
5.36	ORK.SF-11 FIR.AAF-11	Office record keeping Administration of airport fire department programs
5.37	426-G (16-35) 427-G 428-G 429-G	Correctional Services Directives Administrative Supervision Controlling Emergency Situations Management of Daily Operations
5.38	POL EN RC 1 & 2	Understanding and interpreting written material
5.39	POL EN PW 1, 2 & 3	Preparing written material in a police setting
5.40	POL EN MEM 1, 2 & 3	Memory for facts and information

**5. TESTING SERVICES / PRIOR APPROVALS (cont.)**

	<u>Booklet or Subtest</u>	<u>Subject</u>
5.41	POL EN AA 1, 2 & 3	Applying written information (rules, regulations, policies, procedures, directives, etc.) in police situations

6. MERIT AWARDS

Report on Merit Awards.

MEMORANDUM

**TO:** Civil Service Commission  
**FROM:** Mary Ann Valikonis  
**SUBJECT:** Merit Awards for Employee Suggestions  
**DATE:** August 26, 2011

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

If the awards are approved as recommended by the Suggestion Program staff, the cash awards granted will amount to \$3,547.50, of which \$100.00 will be paid by the Department of Civil Service.

Attachments





<b><u>SUGGESTION # AND AUTHOR</u></b>	<b><u>TITLE AND DEPARTMENT</u></b>	<b><u>SUMMARY OF SUGGESTION</u></b>	<b><u>RECOMMENDED AWARD</u></b>
<p data-bbox="152 128 402 331"><b>6.22</b> <b>403627</b> <b>Jill Dunham and</b> <b>Peter J. Naccarato</b> <b>III</b></p> <p data-bbox="152 478 326 510"><b>APPROVED</b></p>	<p data-bbox="422 128 701 331"><b>Principal Statistics</b> <b>Clerk</b> <b>Salary Grade 14 and</b> <b>Information</b> <b>Technology Specials</b> <b>1 Salary Grade 14</b></p> <p data-bbox="422 373 623 577">New York State Department of Corrections and Community Supervision (DOCCS)</p>	<p data-bbox="721 128 1279 1348">Ms. Dunham and Mr. Naccarato , employees of the Health Services unit at DOCCS, suggested that rather than conduct training via live videoconferences, the DOCCS should record the video portion of the training at the Training Academy , distribute the VHS tapes/DVD's and then utilize these recordings in conjunction with telephone conferences held a week or two after the videos have been delivered. The suggesters state that this will be significantly less expensive than conducting live videoconferences and will provide an increased level of access to the training. After review by the Director of Training and the Deputy Commissioner/Chief Medical Officer, it was determined that each training situation must be assessed on a case-by-case basis to determine the suitability of the suggested method of training. In addition, there was some concern about presenters not being able and/or willing to travel to the Training Academy to create the video recordings. It is unclear what tangible or intangible savings, if any, will be realized from future training conducted in this manner, since the recommendation will only be tried in limited situations. This change (evaluating training plans to determine suitability for choosing the suggested delivery option) was implemented on 8/11/11. The suggestion was 80% job related. As such, the committee recommends a Certificate of Merit for each suggester.</p>	<p data-bbox="1299 128 1578 159">Certificates of Merit</p>

## 7. VACANT EXEMPT CLASS POSITIONS – APPROVED EFFECTIVE 9/21/11

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	12001	Chief Executive Officer
Alcoholism and Substance Abuse Services	53000	00491	Director of Public Information
Budget	01010	00013 05161	Press Officer Program Associate
Children and Family Services	25000	00202	Deputy Counsel
Civil Service	08000	93910	Legislative Coordinator
Criminal Justice Services	01490	00090	Director of Public Information
Comptroller	02000	00010 06578 06955	Director Public Information Counsel Special Investment Officer
Corrections and Community Supervision	10160	00507 40914	Investigator Investigator
Education Department	11000	00118 03001 14601 20202 20821 21100	Assistant Counsel Deputy Commissioner Confidential Aide Assistant Commissioner Executive Secretary, State Board for the Professions Deputy Commissioner
Employee Relations	01150	00104	Confidential Assistant
Executive Chamber	01000	00114 00200 00434 00503	Confidential Assistant Secretary to the Governor Confidential Stenographer Confidential Stenographer

<u>Agency</u>	<u>Code</u>	<u>Item Nos.</u>	<u>Title</u>
Executive Chamber (cont.)		00606	Confidential Assistant
		00706	Assistant Counsel to the Governor
		01004	Confidential Assistant
		01007	Program Associate
		01303	Press Officer
		01304	Press Officer
		01504	Confidential Stenographer
		01509	Confidential Assistant
		75000	Executive Director
		75012	Confidential Assistant
Health Department	12000	00101	Director of Public Information
Housing Finance Agency	07950	00011	Special Assistant
Human Rights	01090	00021	Director of Public Information
Labor Department	14020	04940	Deputy Commissioner
		05200	Deputy Commissioner
Labor Management Committees	21220	00064	Confidential Stenographer
Law Department	03000	00139	Assistant Public Information Officer
		04478	Confidential Clerk
		06421	Investigator
		06603	Investigator
		06604	Investigator
		28916	Confidential Clerk
Mental Health	50000	00026	Director of Public Information
Motor Vehicles	23000	61716	Board Member
Parks and Recreation	49070	00321	Director Public Information
People with Developmental Disabilities	51000	11001	Associate Commissioner for County Services
		11201	Associate Commissioner for County Services
Public Service	16000	02901	Director Public Service Programs
Quality of Care & Advocacy for Persons w/ Disabilities	01590	00209	Special Assistant
		00501	Deputy Director

<u>Agency</u>	<u>Code</u>	<u>Item Nos.</u>	<u>Title</u>
Racing & Wagering Board	01510	04101	Steward
		04105	Investigator
		04106	Racing License Investigator
		04107	Supervising Racing Veterinarian
		04110	Asst to Supervising Racing Veterinarian
		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
		04602	Associate Judge
		04604	Starter
		04605	Assistant to Presiding Judge
		04607	Recording Judge
		Taxation & Finance	20010
00127	Investigator		
03304	Assistant Counsel		
04502	Assistant Deputy Commissioner		
04565	Assistant Counsel		
71537	District Tax Attorney and Appraiser		
Technology	01110	00002	NYS Deputy Chief Information Officer
		00012	Counsel
Thruway Authority	55090	00006	Executive Director

**Total: 80**

## 8. SECTIONS 55-B and C - APPROVED EFFECTIVE 9/21/11

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

<u>Agency</u>	<u>Position</u>	<u>Item No.</u>
Children & Family Services	Facilities Planner 1	03065
Education	Clerk 2	20557
Labor Department	Senior Employment Security Clerk	05534
SUNY Stony Brook	Security Services Assistant 1	12045
	Security Services Assistant 1	12068
Veterans' Affairs	State Veterans Counselor	00211
Veterans' Home	Nursing Home Activities Assistant 1	62003
	Clerk 1	62207
	Food Service Worker 1	63220
	Security Services Assistant 1	63407

Section 55-b – 7 positions  
Section 55-c – 3 positions

(As of August 12, 2011 there were 1040 55-b and 97 55-c positions filled)

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

SEPTEMBER 2011

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**NEW YORK STATE CIVIL SERVICE COMMISSION**

**INTEROFFICE  
MEMORANDUM**

SUBJECT: September 2011 Commission Meeting

DATE: September 16, 2011

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

**Wednesday, September 21**

10:00 a.m. – At New York Network

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

cc: Comr. Ahl  
Comr. Hanrahan  
Mark Worden  
Nancy Kiyonaga

Al Jordan  
Shirley LaPlante  
Jennifer Paul  
Frank Belleville

Anthony Rotundo  
Becca Carr  
Tom Falcon