

CIVIL SERVICE COMMISSION REGULAR MEETING

Tuesday, June 11, 2013, 2:00 p.m.

City Hall, 45 Lyon Terrace, Wheeler A and B, Bridgeport, CT 06604

MINUTES

Commissioner Eleanor Guedes called the June 11, 2013 regular meeting of the Civil Service Commission to order at 2:13 p.m. Present were Commissioners Rodgers, Plummer, McBride, Correa, Personnel Director David Dunn, Clerk to the Commission Deborah Brelsford, and City Attorney John Mitola.

1. Meeting Minutes – APPROVED

The Minutes from the regular meeting held on May 14, 2013 were submitted for review. Mr. Dunn stated that they were in order. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers the Minutes from May 14, 2013 were unanimously approved.

2. Vacancies – REPORTED

Mr. Dunn explained that he was questioned about the vacancy reports. He said he reviewed the City Charter and Section 222 requires that vacancies be reported at the Commission meetings. City Attorney Mitola agreed. Commissioner Guedes asked if the Commission needs to act on the vacancies. Mr. Dunn replied that the Commission cannot stop the City from hiring somebody or replacing somebody for a specific job. He added that the report is for awareness. The following vacancies were reported:

CAO	Intern (Part-time)
Health	Epidemiological Investigator (3)
Health	Program Coordinator
OPEd	Executive Assistant
Parks and Recreation	Maintainer IV
Police	Typist I
Public Facilities-Municipal Garage	Storekeeper
Public Facilities-Parks	Maintainer I Gr. I

Commissioner Correa asked what a Storekeeper is. Mr. Dunn explained that there is a tool crib and supply room in Public Facilities and the Storekeeper is in charge of inventory and maintaining contacts with suppliers. He said the position is in the NAGE union and starts at \$17/hour. He added that Custodians and Service Assistants can bid on this non-competitive position.

3. Merit Increases – CERTIFIED

Mr. Dunn explained that merit increases are due for Fire personnel. On a motion made by Commissioner Correa and seconded by Commissioner McBride the Commission certified the merit increases effective July 1, 2013 for the following:

Balestrieri, Richard E. Fire Deputy Marshall \$94,752 (2) to \$99,247 (3) 7/1/13

Mazza, John	Fire Assistant Chief	\$88,298 (2) to \$92,322 (3)	7/1/13
Bridge, Frank W.	Fire Captain	\$75,793 (1) to \$78,030 (2)	7/1/13
La Flamme, Ronald G.	Fire Captain	\$75,793 (1) to \$78,030 (2)	7/1/13
Oliva, Peter J.	Fire Captain	\$75,793 (1) to \$78,030 (2)	7/1/13
Shevlin, Kevin J.	Fire Captain	\$75,793 (1) to \$78,030 (2)	7/1/13

Mr. Dunn explained that merit increases are also due for personnel in Vital Records, Roadway, and the Emergency Operations Center. On a motion made by Commissioner Plummer and seconded by Commissioner Rodgers, the Commission unanimously certified the merit raises effective July 1, 2013 for:

VITAL RECORDS

Patricia Ulatowski	Records Manager	\$77,565 (1) to \$81,242 (2)
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ROADWAY

Ernest Brown	Maintainer I, Grade I	\$28,939 (1) to \$30,463 (2)
Kenneth Beauregard	Maintainer II	\$32,365 (1) to \$35,091 (2)

EOC

Ramona Pierce	PSC Telecommunicator	\$24.03/hr (4) to \$27.13/hr (Top)
Judith Konoval	PSC Telecommunicator	\$22.94/hr (3) to \$24.87/hr (4)
Sharday Fonseca	PSC Telecommunicator	\$22.94/hr (3) to \$24.87/hr (4)
Xiomara Reyes	PSC Telecommunicator	\$22.94/hr (3) to \$24.87/hr (4)
Kevin Werder	PSC Telecommunicator	\$22.94/hr (3) to \$24.87/hr (4)
Jessica Santiago	PSC Telecommunicator	\$22.94/hr (3) to \$24.87/hr (4)
Rebeca Lopez	PSC Budget/Policy Analyst	\$72,840 (3) to \$73,954 (4)
Anthony Donofrio	PSC Supervisor	\$60,118 (1) to \$67,769 (Top)
Nicholas Meriano	PSC Supervisor	\$60,118 (1) to \$67,769 (Top)
Gregory Duhart	PSC Supervisor	\$60,118 (1) to \$67,769 (Top)
Robert Westervelt	PSC Supervisor	\$60,118 (1) to \$67,769 (Top)

Dwayne McBride	PSC Telecommunicator	\$18.57/hr (1) to \$20.76/hr (2)*
Theresa Samuelsen	PSC Telecommunicator	\$18.57/hr (1) to \$20.76/hr (2)*

*Retro back to 5/6/2013

It is noted Dwayne McBride and Theresa Samuelsen will receive retroactive pay to 5/6/2013.

Mr. Dunn stated that the following employees receive contract raises effective July 1, 2013:

Weights and Measures	Ramon Larracuente	Deputy Sealer	\$57,053 (3) to \$57,338 (4)
Police	Beronica Gill	Typist I	\$33,212 (2) to \$36,009 (3)
BOE	Vincent Wahn	Custodial Supervisor I	\$58,743 (4) to \$59,037 (Top)
City Clerk	Frances Ortiz	Asst. City Clerk	\$71,428 (3) to \$73,330 (4)
Vital Records	Nasir Gibson	Typist I	\$32,735 (1) to \$34,374 (2)
City Clerk	Lonnette Pettway	Typist II	\$35,022 (1) to \$36,779 (2)
Town Clerk	Rosa Beltran	Typist I	\$32,735 (1) to \$34,374 (2)

4. Permanent Appointments – CERTIFIED

Mr. Dunn explained that 5 employees have successfully completed their probationary period and are being made permanent employees. On a motion made by Commissioner Plummer and seconded by Commissioner Rodgers the Commission unanimously certified the permanent appointments for the following:

Delaney	William	Carpenter	Public Facilities	03/24/2013
Logan	Fred	Custodian I	BOE Facilities	03/12/2012
Hawksley	Stephen	Custodian I	BOE Facilities	03/12/2012
McBride	Dwayne	PSC Telecommunicator	PSC	05/06/2013
Samuelsen	Theresa	PSC Telecommunicator	PSC	05/06/2013

5. Wanda Givens – Tabled from 5/14/13

Mr. Dunn explained that Ms. Givens has not withdrawn the CHRO complaint that she filed. He added that Dwayne Harrison, NAGE President was present along with Ms. Givens. Attorney Mitola said that there was an Agreement with Labor Relations to extend Ms. Givens’ probation period for 3 months. He added that Ms. Givens is about to successfully complete that now. He further added that there is a problem because the CHRO pending relates directly to issues Ms. Doree Price spoke to the Commission about in March. Attorney Mitola stressed that it is the Commission’s ultimate decision to extend probation and that this is under the purview of the Commission only.

Attorney Mitola said that he protects the Commission’s interest and the City’s interest and that the Commission should not extend the probation period unless Ms. Givens withdraws the CHRO complaint. Attorney Mitola stated that in good faith the City let her come back to work. She is to be made a permanent employee next week and she can’t keep the CHRO. He added that he wanted to make it clear for the Record that he was accused of putting pressure on Ms. Givens and that this is her choice. He said there is quid pro – consideration on both sides. It would behoove everyone if Ms. Givens would withdraw the CHRO and move on and be a useful employee in the EOC. Mr. Dunn said the Commission heard from Ms. Price, Ms. Givens and her lawyer, Attorney Ditman and the Commission tabled the vote.

There was a discussion about having a separate hearing for this matter in 2 weeks. Mr. Harrison said that the CHRO was not mentioned in the original meeting, but was mentioned at the last meeting. He said that Attorney Mitola approached the union in the hallway. Mr. Harrison said that Attorney Mitola spoke with Dwayne and said that it was not under Labor Relation’s purview. Commissioner Guedes added that she was not sure why Labor Relations got involved. Commissioner Correa stated that she wants Ms. Givens to withdraw the CHRO complaint. Attorney Mitola stated that he is not trying to be tricky. He added that he is trying to protect the City’s rights. Mr. Harrison stated that the union can’t try to persuade Ms. Givens to withdraw the CHRO complaint. Attorney Mitola said in good faith he could not advise the Commission to vote for the probation extension until the CHRO complaint is withdrawn. He said he got the form from CHRO and incorporated the language of

the Agreement with Labor Relations and added additional wording as stated in the Bridgeport City Charter. He said the vote on an employee's permanent status is after the probationary status.

Ms. Givens stated that the CHRO had been filed in November, prior to the matter before the Commission, and that she did not file it after the fact. Ms. Givens said she did not have a problem withdrawing the CHRO complaint but that she did not want to be terminated or treated unfairly.

Commissioner Plummer said he would be on vacation and would not be able to attend a special meeting if it was scheduled for the following week.

Attorney Mitola said that Ms. Givens will be on the list of permanent appointments for the next agenda. Ms. Price shook her head yes. It was determined that Ms. Givens would sign the CHRO withdrawal form the following Wednesday. Mr. Dunn said that the matter could be tabled for July's Commission meeting. Ms. Price said that this was acceptable to her and that Ms. Givens has done well in her reports.

6. Fire Grievances – MOVED TO STATE

The Civil Service Commission tabled Grievance 2012-13 Class Action Days off for Captain Exam at the May Commission meeting and Mr. Robert Whitbread said he sent it to the State Labor Board. He explained that he had spoken with Attorney Mitola about it. Attorney Mitola said that depending on the Appellate Court decision it can go away. He added that Chief Rooney had not wanted to speak with Labor Relations about it. Attorney Mitola said he would suggest to withdraw it without prejudice and the grievance would take at least 6 months at the State level.

7. Pending Legal Issues at City Attorney Office – Attorney Mitola

Attorney Mitola had no pending legal issues concerning the Commission.

8. Personnel Director's Report

Fire Exams

Mr. Dunn told the Commission that the Fire Pumper Engineer written examination will take place on Saturday, June 15 at 8:30 a.m. at Geraldine Johnson School. He explained that approximately 40 signed up to take the written examination and several have already withdrawn and he expects several more to drop out. Some of candidates who dropped out are firefighters who took the Lieutenant examination and feel confident that they will get appointed. Mr. Dunn told the Commission that the practical will take place on June 18 at Seaside Park. Originally, he explained, the practical would have been composed of 2 parts: the driving and the running of the pumps. However, since the Training Division certified that all the applicants for the Pumper Engineer exam hold the 2Q license, it was decided that the driving part was not necessary to administer.

Mr. Dunn said the testing company, Resource Management Associates (Chuck Hale) designed the exam and also explained that the assessors are certified from outside the City of Bridgeport Fire department.

Lieutenant

Mr. Dunn explained that the Lieutenant exam is in the 30 day review period through June 28 and that candidates have been coming into the Civil Service office to review their tests. Chuck Hale will review any appeals that are filed and will make adjustments if necessary. Mr. Dunn reported that he hopes the Fire Lieutenant Promotional List will be certified at the July Civil Service Commission meeting and then some appointments will be made. He expects about 5 appointments will be made in the first blast. Mr. Dunn said he believed that 35 or 36 of the 40 who took the test passed it.

Deputy Chief

Mr. Dunn reported that this exam has been set up with Chuck Hale of Resource Management Associates. He added that once the Fire Lieutenant exam is past us the exam for Deputy Chief will be announced. Mr. Dunn said 5 people are eligible to take the Deputy Chief exam.

Fire Equipment Mechanic

Mr. Dunn said that the Fire Equipment Mechanic test would also be one of the exams given in the future.

Executive Officer

Mr. Dunn said that Deputy Chief Grace is acting as Executive Officer and that Chief Rooney would like a test to be given for this position. Mr. Dunn stated that this job is non-union. It is the 2nd in command. He also added that it can be filled from the outside as it is an appointment made by the Mayor and the Fire Chief. Many people from the department can apply and the requirement is 3 years as a Captain or higher. Mr. Dunn explained that the State Labor Law says the top job and the 2nd in command can be non-union.

Police Exams

Detention Officer

Mr. Dunn explained that the Police department is working on saving "overtime" and that 2 civilian female Detention Officers have been requested. Mr. Dunn thought that provisional appointments would be made because the department is "hot" to hire the 2 female Detention Officers. In addition, they have to pass the CHIP test and then the written and oral exam can be given later. Commissioner Guedes asked if the Detention Officers will carry guns and Mr. Dunn replied that they would not. He explained that once somebody is booked and fingerprinted the jail guards put the person in jail.

Sergeant and Lieutenant

Mr. Dunn said that we are close to giving the Police Sergeant and Lieutenant exams. He added that the Lieutenant exam would be given in September and the Sergeant exam will follow in October.

Commissioner Guedes commended Mr. Dunn for doing a good job on the tests.

Mr. Dunn said that he received a letter and a phone call from Joel Christy, the President of the Firebirds. Mr. Christy wanted to reschedule the Pumper Engineer exam. Mr. Dunn said he does not recommend postponing this exam because Civil Service is far into the process now with assessors, equipment, and testing company all being ready. He added that too much logistical support work has gone into it. He also explained that after next week Civil Service cannot use Seaside Park because school will be out and the Park will be heavily attended.

Commissioner Guedes asked what is behind the test. Mr. Dunn said that Mr. Christy said he and his membership have been studying for the Lieutenant exam. Attorney Mitola said that the Pumper Engineer exam was announced 5 months ago. Mr. Dunn added that Civil Service has been more than fair. He further stated that there have been 6 weeks between the Lieutenant exam on May 6 and the Pumper Engineer on June 15. Commissioner Correa asked if only 1 person was requesting the postponement and Mr. Dunn said he assumed he was representing the Firebird membership. Mr. Dunn said that he would respond in writing and would copy the Commissioners.

On a motion made by Commissioner McBride and seconded by Commissioner Plummer the June 11, 2013 meeting of the Civil Service Commission was adjourned at 3:13 p.m.