

**CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES**

**May 12, 2015 at 2:00 p.m.**

**City Hall, 45 Lyon Terrace, Bridgeport, CT 06604**

**Wheeler Rooms A and B**

**ATTENDANCE:** Eleanor Guedes, Chair; Salvatore Emanuel, Melva Falberg, Richard Rodgers.

**OTHERS:** David Dunn, Personnel Director; Atty. John Mitola, Associate City Attorney; Deborah Brelsford, Clerk to the Commission; Doree Price, Public Safety Communications Director; Assistant Police Chief Nardozzi; Sgt. Charles Paris, Lt. Manuel Cotto; Lt. Paul Grech; Mr. Phillip White, Labor Relations Officer; Jessica Carde

**CALL TO ORDER.**

Commissioner Eleanor Guedes called the regular monthly meeting of the Civil Service Commission to order at 2:08 p.m. A quorum was present.

**1. Meeting Minutes**

The Minutes from the regular monthly Civil Service Commission meeting on April 21, 2015 were submitted for review.

**\*\* COMMISSIONER EMANUEL MOVED THE APRIL 12, 2015 MINUTES.**

**\*\* COMMISSIONER RODGERS SECONDED**

**\*\* THE MOTION TO APPROVE THE APRIL 12, 2015 MINUTES AS SUBMITTED PASSED UNANIMOUSLY.**

**2. Vacancy Report – NOTED FOR THE RECORD**

The Commission noted the following Vacancies for the Record.

**PUBLIC FACILITIES (Non-competitive)**

Maintainer I (2)

**HOUSING & COMMUNITY DEVELOPMENT (Non-competitive)**

HOME Program Specialist

**OPED (Non-competitive)**

Economic Development Associate

**PARKS AND RECREATION (Non-competitive)**

Assistant Greenskeeper

Senior Specialty Instructor (5)

**PRINTING DEPARTMENT (Non-competitive)**  
Printer/Pressman

**3. Merit Increases – CERTIFIED FOR PAYROLL**

The Commission certified the following merit increases in Public Safety Communications for the payroll:

Danielle Demato	Public Safety TCO	\$19.22/hr (1) to \$21.49/hr (2)*
Shawn Mando	Public Safety TCO	\$19.22/hr (1) to \$21.49/hr (2)*
Matthew Alessi	Public Safety TCO	\$19.22/hr (1) to \$21.49/hr (2)*
Adam Szeps	Public Safety TCO	\$19.22/hr (1) to \$21.49/hr (2)*

\*Merit increase retroactive to April 27, 2015

**4. Permanent Appointments – CERTIFIED FOR PAYROLL**

The Commission certified the following permanent appointments for the payroll:

<u>EMPLOYEE NAME</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Mizia, John	Support Specialist II	ITS	April 27, 2015
Mando, Shawn	Public Safety TCO	Public Safety Comm.	April 27, 2015
Alessi, Matthew	Public Safety TCO	Public Safety Comm.	April 27, 2015
Szeps, Adam	Public Safety TCO	Public Safety Comm.	April 27, 2015

**5. Police Officer Edwin Abreu – Tabled from April 21, 2015**

Mr. Dunn said Assistant Police Chief Nardozzi informed him that there had been a change in the item. Assistant Chief Nardozzi stated that shortly before the meeting the Department had received a written letter of resignation from Police Officer Edwin Abreu, effective immediately. Assistant Chief Nardozzi requested the item be withdrawn.

**6. Public Safety Telecommunicator – Jessica Carde**

Ms. Doree Price, Director of Public Safety Communications, has requested the termination of probationary employee Jessica Carde. Ms. Carde requested the item be tabled due to a change in her legal counsel. Commissioner Guedes noted for the record that counsel should be obtained and the matter would be heard at the next meeting.

**\*\* COMMISSIONER EMANUEL MOVED TO TABLE THE ISSUE REGARDING TERMINATION OF PROBATIONARY EMPLOYEE JESSICA CARDE FOR A ONE MONTH CONTINUANCE TO THE NEXT MEETING ON JUNE 9, 2015 AT 2:00 P.M.**

**\*\* COMMISSIONER FALBERG SECONDED.**

**\*\* THE MOTION TO TABLE PASSED UNANIMOUSLY.**

## **7. Reclassification**

Labor Relations and NAGE Local R1-200 have an Agreement to reclassify all employees currently holding the classification of Mini Computer Operator to Data Analyst. Mr. White came forward to give a summary of the job title change, which is out of date and involves the type of equipment used by the employee. This will modernize the job and upgrades the job requirements to an Associates Degree.

Commissioner Guedes asked if the current employees would be required to obtain a degree. Mr. White said that the current employees were performing their positions and would be protected. He also stated that there would not be anything hindering one of the Data Analysts from being promoted or transferred.

**\*\* COMMISSIONER EMANUEL MOVED TO ACCEPT THE CHANGE OF JOB CLASSIFICATION FROM MINI COMPUTER OPERATOR TO DATA ANALYST.**

**\*\* COMMISSIONER FALBERG SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **8. Request for Custodian IV Exam**

Mr. Dunn explained that this request was from Mr. Dwayne Harrison, NAGE President, regarding a Custodian IV examination. Mr. Dunn said that NAGE is concerned about the number of acting Custodian IVs. Custodian IV positions are in the Supervisor's Union while Custodian I, II, & III are in NAGE. Mr. Dunn said that there was an intention to hold the exam, but the focus has been on Emergency Services Exams.

Commissioner Guedes asked what the time frame would be. Mr. Dunn said that he would have the test announced by the end of June and have it done by September because most of these positions were school custodians.

**\*\* COMMISSIONER FALBERG MOVED TO REQUEST THAT THE PERSONNEL DIRECTOR MOVE FORWARD ON SCHEDULING A CUSTODIAN IV EXAMINATION WITHIN THE SUGGESTED TIMEFRAME OF JUNE.**

**\*\* COMMISSIONER RODGERS SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

## **9. Legal Report – Attorney Mitola**

Atty. Mitola said that he did not have a report for the Commission.

## **10. Personnel Director's Report.**

### **Police Captain Eligibility**

Mr. Dunn said that there had been some concerns raised about the eligibility requirements for upcoming Police Captain test. Sgt. Charles Paris, Lt. Manuel Cotto and Lt. Paul Grech came forward to express their concerns regarding how seniority was calculated. A discussion followed regarding the details of past promotions and the Charter requirement for promotional test administration within 120 days of a vacancy. Mr. Dunn requested that they submit their applications for the promotional test in order to start the confirmation process.

**ADJOURNMENT.**

**\*\* COMMISSION EMANUEL MOVED TO ADJOURN THE MAY 12, 2015  
REGULARLY MONTHLY MEETING OF THE CIVIL SERVICE  
COMMISSION.**

**\*\* COMMISSION RODGERS SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:22 p.m.

Respectfully submitted,

S. L. Soltes  
Telesco Secretarial Services.