

CIVIL SERVICE COMMISSION REGULAR MEETING

Minutes - Tuesday, April 19, 2011, 2:00 p.m.

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

Commissioner Guedes called the regular meeting of the Civil Service Commission to order at 2:10 p.m. Present were Commissioners Rodgers, McBride, Plummer and Correa. Also present were Personnel Director David Dunn and Clerk to the Commission Deborah Brelsford.

1. Meeting Minutes - APPROVED

Commissioner Guedes stated that the Commission granted a few waivers for the next class of incoming police officers and wanted to be certain that the minutes reflected that the waiver was for 6 months. The appellants who were granted waivers would retain their position on the hiring list if and/or when a new class was formed and the appellants who had been granted waivers would have the opportunity to undergo the polygraph examination and psychological pre-employment evaluation again. Ms. Brelsford, Clerk to the Commission, stated that the minutes did reflect this, in the detail under the appropriate names of those appellants who were granted waivers. In addition, the names are:

Christopher Smudin	granted February 8, 2011 (had just started another work position)
Robert J. Williamson	granted February 8, 2011
Kenia Figueroa	granted February 8, 2011
Jonathan Candito	granted March 8, 2011

Mr. Dunn stated that he reviewed the minutes and that they were in order. On a motion made by Commissioner Plummer and seconded by Commissioner Rodgers the minutes from the special appeal meetings held on March 8, March 22, March 29, and April 5 and the minutes from the regular meeting held on March 8, 2011 were unanimously approved.

2. Examiner's Report – Fire Assistant Chief – CERTIFIED TOP 3/REMAINING CONTINGENT

Mr. Dunn introduced Ms. Sandra Ferreira to the Commission and explained that Sandra worked with Mr. Chuck Hale from Resource Management Associates on the Fire Assistant Chief exam which was given on February 7, 8, and 9, 2011. The Assessment Center featured several different exercises. Seventeen candidates took the exam and 13 of them passed.

Captain Michael Caldaroni, number thirteen (13), asked to review his video for a second time. Mr. Dunn had looked at the video but will send it back to Mr. Hale, the Examiner, to double-check that his first review is correct. This will satisfy Mr. Dunn's and Ms. Ferreira's concern. Mr. Caldaroni addressed the Commission and explained that Mr. Hale stopped the time and there was confusion about the time remaining with the Assessors. Depending on Mr. Hale's decision, the rank for the fourth (4th) through thirteenth (13th) candidate could be affected.

Mr. Kyle Gardner, number nine (9) on the list, said that the role play was video-taped and the camera was on the Assessors. Mr. Gardner stated that he had no argument with how the Assessors graded except that the numbers did not add up. He explained that seven (7) points worth were changed after the taping ceased. The test took place over two (2) days. He said that he appealed Mr. Hale's decision and he received a letter stating that his appeal was denied and that there was no further explanation. Ms. Ferreira interjected and explained that there were twenty-three (23) benchmarks. Two (2) points were awarded if the candidate said what the Assessors were looking for; one (1) point was awarded if the candidate partially said the answer that the Assessors were looking for; and zero (0) points were awarded if the answer that the Assessors were looking for was not said at all. Mr. Hale changed the two (2) points to one (1) and

in the end, because Mr. Hale made this adjustment, it raised the candidates' percentage and this change became an advantage to the candidates.

Commissioner Correa stated that once a standard is established it should be kept. She was concerned that something was not communicated. Mr. Dunn explained that this case was an example of form over substance. Commissioner McBride commented that questions should go to the testing company during the 30 day appeal period. Commissioner Guedes stated that there could have been an explanation provided of why the appeal was denied and the use of the tape recording was because of transparency. Mr. Dunn explained that everything is on video tape. Commissioner Guedes said she was concerned about procedure and process. Mr. Dunn added that the candidates all filed appeals and in this instance there would be a second review by the testing company. Commissioner Correa did not want to give mixed messages and said the standard should be followed. Mr. Dunn stated that nothing was out of the ordinary and that all the benefit of the doubt was given to the candidates.

Mr. Dunn asked the Commission to certify the first three (3) names on the list, with the remainder contingent upon the appeals. Mr. Whitbread said he wanted to see stuff move in the department. On a motion made by Commissioner Correa and seconded by Commissioner Plummer the Commission unanimously certified the top three (3) names on the Fire Assistant Chief list. On a motion made by Commissioner Rodgers and seconded by Commissioner McBride the remaining names on the list were certified contingent upon results of Mr. Michael A. Calderoni's appeal and the request made at the meeting by Mr. Kyle H. Gardiner for the Examiner, Mr. Charles Hale, to make another review of the tape.

There was a discussion about no women on the hiring list. Mr. Whitbread explained that this is a very long process of twenty-five years and that the first female firefighters came on the job in Bridgeport in 1987. One (1) female officer has retired.

Mr. Dunn asked Fire Chief Brian Rooney to introduce Assistant Chief Richard Thode and Assistant Chief Bill Hathaway, who ranked number one (1) and three (3) respectively on the list. He stated that Mr. Robert Morton, who ranked number two (2) on the list, was not present.

3. Vacancies - APPROVED

Mr. Dunn explained that Civil Service would be giving an examination for the Accounting Clerk 1 position. This position requires a high school degree and work experience. He felt this position would be appealing to the residents of Bridgeport and added that a college degree was not required. He felt that there would be a decent number of candidates to take the test. City residents would pay \$35 for the written exam and non-City residents would pay \$135 to take the written examination. Ms. Lisa Kollman added that Bridgeport residents could request a fee waiver, in the event of hardship.

On a motion made by Commissioner Rodgers and seconded by Commissioner Plummer the vacancies below were unanimously approved:

Parks and Recreation	(3) Assistant Golf Course Managers	Seasonal
Parks and Recreation	(2) Head Starters	Seasonal
Parks and Recreation	(20) Starters/Rangers/Ticket Sellers	Seasonal
Parks and Recreation	(1) Golf Course Mechanic	Seasonal
Parks and Recreation	(3) Junior Groundskeepers	Seasonal
Parks and Recreation	(11) Groundskeepers	Seasonal
Parks and Recreation	(1) Zoo Keeper (Kimberly Van Wormer/replace Michael Elliott, resignation)	
Board of Education	(1) Special Officer (replace Anthony Gonsalves who retired)	

Board of Education	(1) Janitress Jeffrey Lavoie (replace Eric Peterson)
Fire Department	(3) Provisional Captains; Lt. Steven McSperrin, Lt. Armando Cora, and Lt. Mark Becker (promotion of Richard Thode, Robert Morton, Captain William Hathaway to Asst. Chief)
Information Technology Comptroller	Support Specialist II replace Marcus Jackson Accounting Clerk I

4. Fire Written Exam – Request for Change of Date - GRANTED

Mr. Dunn explained that the Mayor’s office was concerned that the City did not recruit long enough for the firefighter position. Initially the written exam was set for June 11, 2011. There is a second CPAT exam session for the fall and the registration deadline is July 29, 2011. Recruiting will visit civic and community based organizations. Civil Service will work on a press release. Maybe billboard companies will provide free space again. Spanish radio, Cumbre, will also be used. On a motion made by Commissioner Plummer and seconded by Commissioner McBride the Commission unanimously granted the request from Mayor Bill Finch to change the date of the Written Fire Examination to November 19, 2011 to allow for a longer recruiting period.

Mr. Dunn gave a status report on the Fire Inspector examination. Four days of testing on May 2, 3, 4, and 5, 2011 would take place at the Bridgeport Fire Headquarters. Mr. Hale is the examiner. Forty-three (43) applied to take the test; 40 are male and 3 are female; 13 are African American, 7 are Hispanic, and 23 are Caucasian. One (1) applicant is stationed overseas and Skype will be used over the internet for the oral test for this military officer who is on his second tour of duty in Iraq. On day 1 the written test will be given by his Captain. The oral piece will be given over Skype, by Mr. Hale. A study guide was provided for the second part of the exam. Assessors are coming from around the State of Connecticut who are employed as Fire Marshals and Deputy Fire Marshals. Commissioner Correa questioned about citizen interviews and Mr. Dunn explained that promotional exams cannot use civilians. Mr. Dunn did agree to recently retired Fire Marshals, if necessary. Mr. Dunn explained that there is a role play segment and the Fire Inspector would have a “disgruntled citizen” make complaints to him/her.

Mr. Whitbread requested that the old Fire contract be provided to those taking the exam, as the new contract was newly negotiated.

5. Fire Grievances – MOVED TO STATE

Prior to the start of the Civil Service Commission meeting Fire Chief Brian Rooney and Fire Union President Robert Whitbread agreed to move the following grievances to the State:

- Griev 2011-1 PE J. Alves Transfer
- Griev 2011-2 AC M Firpi Art 5 Discipline
- Griev 2011-3 Lt. T. Bottone Art 5 Discipline

6. Kurt Hoben – Appeal – Tabled from March 8, 2011 Commission Meeting - GRANTED

Mr. Dunn explained that he received a phone call from Attorney Torre, and she requested the matter be tabled. On a motion made by Commissioner McBride and seconded by Commissioner Plummer, the Commission unanimously granted the request made by Karen Torre, legal counsel for Mr. Hoben, to table Mr. Hoben’s appeal to the May Commission meeting.

7. Personnel Director’s Report

Police Academy

Mr. Dunn provided the Commissioners with a list of the names of the twenty-five (25) police candidates. Ms. Kollman explained that she and Ms. Brelsford would be at the Academy on the

first day to sign up the candidates as new hires. The Mayor and Police Chief would attend as well, to conduct the swearing in of the new recruits as Civil Service employees. At a later date there would be an official swearing in ceremony that family and friends could attend when the candidates are officially sworn in as police officers.

Mr. Dunn requested that the Commission adopt the submitted job description for Police Officer. He updated the job description from 1955 to have a current job description for this new class. Mr. Dunn explained that the Civil Service Commission did make an accommodation some years ago for a police officer candidate with one (1) eye. He said that there could be an issue brewing now because a candidate was disqualified for color blindness and he has requested an appeal. As part of the physical examination the physician at St. Vincent's Immediate Health failed him because he did not meet the standards or requirements. Commissioner Correa stated that safety can't be jeopardized, for himself, other officers, or the public. She continued that how a police officer performs the job is of concern to her. Mr. Dunn stated that once a police officer is hired physical condition becomes a different story. He would like to test annually for physical ability, beginning with the current class. Unless the union agrees to it, previously hired police officers would not be tested for physical ability annually. Civil Service will give the job description to Labor Relations and have it in place before the current class starts work. Commissioner Correa asked if there would be conflicting issues with unions. Mr. Dunn replied that Labor Relations would be responsible for that. Mr. Dunn believes there is no conflict involved. Mr. Dunn stated further that he would like to redo all the City job descriptions and that he is currently involved in a project for Liuna reclassification of job descriptions. On a motion made by Commissioner Correa and seconded by Commissioner Plummer, the Commission unanimously approved the new job description for police officer and agreed that Civil Service should provide it to Labor Relations for review.

Commissioner Correa wants to recognize Koskoff, Koskoff, and Bieder, for their 75th anniversary, as a way to honor them for their contributions to the City and making a difference for being able to recruit from our own Bridgeport community.

A discussion followed wherein a letter and certificate of appreciation from the Civil Service Commission would be appropriate. Mr. Dunn noted that the Mayor's office would work on the details. Commissioner Correa suggested that the City Council issue a Proclamation.

Budget Meeting with Appropriations Committee

Mr. Dunn explained that he and Ms. Brelsford would be attending a special Saturday morning meeting at the Hanson Building at the Beardsley Zoo on Saturday, April 23rd, and the hand-out he provided to the Commissioners was what he would be presenting to the Committee. Commissioner Guedes questioned the cost for the rental of Central High School for the written Firefighter examination and Mr. Dunn explained the costs were associated with security, custodial staff, etc.

Public Safety Telecommunicator Oral Examination

Mr. Dunn explained that this examination is easily administered. There were twelve (12) names on the last list. There are three (3) openings now on an approved position request form. Ms. Kollman stated that the Center provides essential service and that the Director of the Department, Ms. Doree Price, has stated that the Center is short-staffed. Commissioner Guedes inquired if there is an issue of civilianization or not. Mr. Dunn explained that the Firefighters lost the argument and that the Police decision is still pending.

The oral test is planned for April 20, 21, and 26. There are thirty-five (35) candidates and ten (10) openings, although our office is awaiting the approval for seven (7) openings. Some of the employees have moved on, retired, or resigned. Mr. Dunn introduced Ms. Doree Price to the Commission. She stated that no new positions have been added. A few employees were terminated. Some did not pass probation. Some did not like the position or the shift assignment. Commissioner Correa asked about the salary. Mr. Dunn replied that starting salary is \$15.10/hour and there is an opportunity to work overtime.

Commissioner Correa requested a tour of the Center and Ms. Brelsford will coordinate this with Mr. Scott Appleby for an upcoming Commission meeting.

Mr. Dunn informed the Commissioners that he had a conflict for the next regularly scheduled Civil Service Commission meeting on May 10, 2011 and that he would like it rescheduled for May 17, 2011 at 2:00 p.m. All were in agreement.

8. Thomas Hood – Appeal – DENIED

Mr. Dunn introduced Mr. Thomas Hood to the Commissioners as a candidate for the police examination who was disqualified as a result of not passing the pre-employment psychological evaluation. Mr. Hood explained to the Commissioners that he felt the questions were vague and that he was rushed by the psychologist and that the psychologist only spent five (5) minutes with him on the interview. While he understood that the police officer position was more intense than the military police position he occupied in the Navy he felt he should not have failed the psychological evaluation. He offered a second opinion from his doctor. He stated that he applied for the position of police officer in Bridgeport and Stamford and that he felt he could make a difference. The philanthropist side of him chose Bridgeport.

Commissioner Guedes explained to Mr. Hood that the Commissioners are lay people. Also, that second opinions are not considered. Mr. Dunn stated that his office would mail a copy of the evaluation and the psychologist's letter to Mr. Hood and stated that the doctor did not recommend hiring. Commissioner Rodgers, McBride, Plummer, and Correa each voted to deny Mr. Hood's appeal. The Commissioners unanimously denied the appeal from Mr. Hood regarding the failure of his pre-employment psychological evaluation and the removal of his application from Police Officer #2302.

9. Italo Raucci – Appeal - DENIED

Mr. Dunn introduced Mr. Italo Raucci to the Commission as a returning seasonal employee in Public Works who failed a portion of his pre-employment physical. Commissioner Guedes asked Mr. Raucci if he would like a public or executive session. He chose an executive session.

At 3:30 p.m. the Commission entered executive session. At 3:55 p.m. the Commission returned to public session. Commissioners Correa, Plummer, Rodgers, and McBride each voted to deny Mr. Raucci's appeal. The Commission unanimously denied the appeal made by Mr. Raucci regarding his termination from seasonal employment for failing a portion of his medical examination. Commissioner Correa added that she would forward some information to Mr. Raucci through Mr. Dunn.

On a motion made by Commissioner Plummer and seconded by Commissioner Rodgers the meeting was adjourned at 4:00 p.m.