

**CIVIL SERVICE COMMISSION MEETING
REGULAR MEETING
CITY HALL, WHEELER ROOMS A AND B
JULY 9, 2024**

MINUTES

Commissioner Falberg called the regular meeting of the Civil Service Commission to order at 4:41 p.m. Present were Commissioners Grech and Hall; Personnel Director Eric Amado; Clerk to the Commission Deborah Brelsford; Atty. John Mitola, Michael Gilzene; Jennifer Costas; Sasha Quinones; Police Detective Phillip Norris

CONSENT AGENDA: MATTERS TO BE ACTED UPON

1. Meeting Minutes

The Minutes from the regular meeting on June 11, 2024 are submitted for review.

2. Merits – Certify for Payroll

STEP INCREASES JULY 1, 2024			
Dept	Employee	Position	Increase
Emergency Operations	David Arroyo	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
Emergency Operations	Delaney Lariccia	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
Emergency Operations	Lauren Miller	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
Emergency Operations	Jadibeth Retamar	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
Emergency Operations	Catherine Rodriguez	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
Emergency Operations	Cindy Tavarez	Public Safety TCO	\$23.77/Hr (1) to \$26.55/Hr (2)
ITS	David Anton	Spec Project Mngr GIS	\$77,900 (2) to \$79,458 (3)
Library	Andre Massa	Librarian I	\$64,277 (1) to \$66,389 (2)
Library	Jaime Pettit	Librarian I	\$64,277 (1) to \$66,389 (2)
Library	Hasson Pooser	Librarian I	\$64,277 (1) to \$66,389 (2)
Library	Kristin Graf	Librarian II	\$82,939 (2) to \$84,725 (3)
Library	Margaret Girgis	Librarian III	\$87,222 (1) to \$89,021 (2)
Library	Anna Knorovska	Librarian III	\$89,021 (2) to \$90,1812 (3)
Library	Tanarha Smith	Librarian III	\$87,222 (1) to \$89,021 (2)
Library	Laura Matthews	Librarian V	\$104,650 (1) to \$108,954 (2)
Library	Stephanie Arevalo	Library Asst I	\$35,804 (1) to \$38,022 (2)
Library	Joel Hinojosa	Library Asst I	\$36,915 (2) to \$41,968 (Top)
Library	David Morales	Library Asst I	\$36,915 (2) to \$41,968 (Top)
Library	Phu On	Library Asst I	\$35,804 (1) to \$38,022 (2)
Library	Jawon Pringle	Library Asst I	\$36,915 (2) to \$41,968 (Top)
Library	Joyiesha Smoak	Library Asst I	\$36,915 (2) to \$41,968 (Top)
Library	Twana Johnson	Library Asst II	\$42,828 (3) to \$45,398 (4)
Library	Shuane-Kay Neale Hyde	Library Asst II	\$42,828 (3) to \$45,398 (4)
Library	Sarah Greenberg	Library Asst III	\$50,468 (4) to \$54,383 (Top)

STEP INCREASES JULY 1, 2024			
Dept	Employee	Position	Increase
Library	Nicholas Roman	Library Asst III	\$50,468 (4) to \$54,383 (Top)
Library	Ana Tollinchi	Library Asst III	\$50,468 (4) to \$54,383 (Top)
Library	Antonio Dionisio	Maintainer I (Grade I)	\$37,863 (2) to \$39,748 (3)
OPED	Carissa Cavalli	Clerk	\$34,315 (2) to \$43,964 (Top)
Registrar of Voters	Ivelise Torres	Secretarial Asst	\$47,037 (1) to \$50,346 (2)
Zoning	Paul Boucher	Zoning Administrator	\$116,547 (2) to \$120,942 (3)

3. **Permanent Appointments** – Certify for Payroll -- None at this time.

4. Vacancy Report

VACANCIES Report - 7/9/24			
<u>Competitive Positions</u>		<u>Former</u>	<u>Replacement</u>
NONE			
<u>Non-Competitive Positions</u>		<u>Former</u>	<u>Replacement</u>
FINANCE			
Payroll Processor (PT)		Mary Otero	Vacant
FIRE DEPARTMENT			
Database Administrator		Cynthia Kane	Landris Jones
Assistant Special Project Manager		Landris Jones	Tonia Moore
HEALTH DEPARTMENT			
Secretarial Assistant		Heather Goulet	Vacant
<i>Lighthouse (Junior Counselors)</i>		<i>Seasonal</i>	<i>Vacant</i>
<i>Lighthouse (Senior Counselors)</i>		<i>Seasonal</i>	<i>Vacant</i>
<i>Lighthouse (Youth Site Monitors)</i>		<i>Seasonal</i>	<i>Vacant</i>
<i>Lighthouse (Audobon Wild Life Guards)</i>		<i>Seasonal</i>	<i>Vacant</i>
OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT			
Sr. Economic Development Associate		Jonathan Delgado	Vacant
PUBLIC FACILITIES			
Maintainer II		Anthony Rosado	Johnny Daniels
Municipal Garage Manager		Mario Piselli	Vacant
Automotive Parts Specialist		Sean Kenney	Vacant
<i>Seasonal Maintainer I & II (Parks Maintenance)</i>		<i>Seasonal</i>	<i>Vacant</i>
<i>Seasonal Maintainer I (Golf Course)</i>		<i>Seasonal</i>	<i>Vacant</i>
REGISTRAR OF VOTERS			
<i>Clerical Assistant (PT)</i>		<i>Seasonal</i>	<i>Vacant</i>

VACANCIES Report - 7/9/24			
<u>Non-Competitive Positions</u>		<u>Former</u>	<u>Replacement</u>
TOWN CLERK			
Typist I		Tracy Tibbets	Vacant
Typist I		Irene Visnicky	Vacant
<i>Seasonal Election Specialist</i>		<i>Seasonal</i>	<i>Vacant</i>

- ** COMMISSIONER FALBERG MOVED TO ADOPT THE CONSENT AGENDA AS A WHOLE.**
- ** COMMISSIONER HALL SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

MATTERS TO BE ACTED UPON

5. Tripartite Vote

The Commission has received a request from Acting Fire Chief Lance Edwards regarding terminating probationary Firefighter Timothy DeBiase from his probationary employment with the Bridgeport Fire Department.

Mr. Amado presented the item to the Commissioners and announced that Acting Fire Chief Edwards had requested that this item be tabled to July 25, 2024.

- ** COMMISSIONER GRECH MOVED TO TABLE THE TRIPARTITE VOTE REGARDING TERMINATING PROBATIONARY FIREFIGHTER TIMOTHY DEBIASE FROM HIS PROBATIONARY EMPLOYMENT WITH THE BRIDGEPORT FIRE DEPARTMENT TO JULY 25, 2024.**
- ** COMMISSIONER HALL SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

6. Request for Waiver – Joseph Benedict

The Commission has received a request for a 6-month waiver for the entry level Police Officer exam #2388, from Joseph Benedict.

Mr. Amado presented the item to the Commissioners and indicated that all the paperwork was in order.

- ** COMMISSIONER GRECH MOVED TO APPROVE THE REQUEST FOR A 6-MONTH WAIVER FOR THE ENTRY LEVEL POLICE OFFICER EXAM #2388, FROM JOSEPH BENEDICT.**
- ** COMMISSIONER HALL SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

7. Appeal – Michael Gilzene

The Commission has received a request for an appeal from Michael Gilzene regarding his disqualification from the Civilian Detention Officer exam #2391 due to his written exam score.

Mr. Amado presented the item to the Commissioners and explained that Mr. Gilzene had scored 72.35% on the written exam. The passing grade for that portion of the exam is 75%. Mr. Gilzene said that he was very passionate about wanting to serve as a Civilian Detention Officer. He's a member of the Bridgeport Citizen Academy and said that he was confident in his skills.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM MICHAEL GILZENE REGARDING HIS DISQUALIFICATION FROM THE CIVILIAN DETENTION OFFICER EXAM #2391 DUE TO HIS WRITTEN EXAM SCORE.**

**COMMISSIONER GRECH MOVED TO DENY THE APPEAL.
COMMISSIONER HALL MOVED TO DENY THE APPEAL.
COMMISSIONER FALBERG MOVED TO DENY THE APPEAL.**

**** THE APPEAL FROM MICHAEL GILZENE REGARDING HIS DISQUALIFICATION FROM THE CIVILIAN DETENTION OFFICER EXAM #2391 DUE TO HIS WRITTEN EXAM SCORE WAS UNANIMOUSLY DENIED.**

The Commissioners encouraged Mr. Gilzene to take the test when it is next offered.

8. Appeal – Christopher O'Shea (Tabled from July 11, 2024)

The Commission has received a request for an appeal from Christopher O'Shea regarding his disqualification from the entry level Police Officer examination #2388 due to the results of his polygraph.

Mr. Amado informed the Commissioners that a letter requesting the item be withdrawn has been received earlier in the day.

9. Appeal – Jennifer Costas

The Commission has received a request for an appeal from Jennifer Costas regarding her disqualification from the entry level Police Officer examination #2388, due to the results of her background investigation.

Mr. Amado presented the item and asked the candidate if she wished to have the appeal heard in Executive or Public Session. Ms. Costas said that she wished to have the appeal heard in Executive Session.

**** COMMISSIONER HALL MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE APPEAL FROM JENNIFER COSTAS REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER BACKGROUND INVESTIGATION.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Amado, Ms. Brelsford, Atty. Mitola and Ms. Costas entered into Executive Session at 4:53 p.m. They returned to Public Session at 5:11 p.m. No actions were taken or motions made during Executive Session.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM JENNIFER COSTAS REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER BACKGROUND INVESTIGATION.**

**COMMISSIONER GRECH MOVED TO DENY THE APPEAL.
COMMISSIONER HALL MOVED TO DENY THE APPEAL.
COMMISSIONER FALBERG MOVED TO DENY THE APPEAL.**

**** THE APPEAL FROM JENNIFER COSTAS REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER BACKGROUND INVESTIGATION WAS UNANIMOUSLY DENIED.**

10. Appeal – Sasha Quinones

The Commission has received a request for an appeal from Sasha Quinones regarding her disqualification from the entry level Police Officer examination #2388, due to the results of her psychological evaluation.

Mr. Amado presented the item and asked the candidate if she wished to have the appeal heard in Executive or Public Session. Ms. Quinones said that she wished to have the appeal heard in Executive Session.

**** COMMISSIONER HALL MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE APPEAL FROM SASHA QUINONES REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER PSYCHOLOGICAL EVALUATION.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Amado, Ms. Brelsford, Atty. Mitola and Ms. Quinones entered into Executive Session at 5:14 p.m. They returned to Public Session at 5:25 p.m. No actions were taken or motions made during Executive Session.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM SASHA QUINONES REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER PSYCHOLOGICAL EVALUATION.**

**COMMISSIONER GRECH MOVED TO DENY THE APPEAL.
COMMISSIONER HALL MOVED TO DENY THE APPEAL.
COMMISSIONER FALBERG MOVED TO DENY THE APPEAL.**

**** THE APPEAL FROM SASHA QUINONES REGARDING HER DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2388, DUE TO THE RESULTS OF HER PSYCHOLOGICAL EVALUATION WAS UNANIMOUSLY DENIED.**

11. Legal Report – No report.

12. Personnel Director Report

- Exam update

Mr. Amado said there is voluminous work in the Civil Service office.

- Applications for entry level Firefighter will open July 22, 2024 and will close on September 22, 2024. Tentative written test dates are September 14 and September 21. The deadline date for the CPAT card is December 31, 2024. Applicants can obtain CPAT certification from the Connecticut State Academy or Certify Fit.

- The application deadline for the entry level Police Officer examination #2395 is July 21, 2024. Civil Service is hosting assessors for the Police Sergeant examination #2378 on Tuesday, July 16.

- The Deputy Fire Chief exam work is wrapping up.

Commissioner Grech announced that his Commission term is expiring. Mr. Amado said that the ballots will be mailed out to the employees. They must be returned to the P.O. Box by July 26th. Counting will be done on August 5th in Wheeler A/B and the candidates can observe the process.

Mr. Amado announced there would be a Special Meeting scheduled for July 25th at 4:30 p.m. in the City Hall Wheeler Rooms.

The next regular monthly CSC meeting is scheduled for Tuesday, August 13, 2024.

ADJOURNMENT

**** COMMISSIONER GRECH MOVED TO ADJOURN.**

**** COMMISSIONER HALL SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 5:32 p.m.

Respectfully submitted,

Telesco Secretarial Services