

CITY OF NEW HAVEN
CIVIL SERVICE BOARD

MINUTES OF MEETING
January 27, 2009
(January - CSB Regular Business Meeting)

Present

- Commissioner Anne Massaro
- Commissioner Frank LaDore
- Commissioner Gwendolyn Sykes
(via Telephone)
- Noelia Marcano, Civil Service Secretary

Also Present

- Emmet Hibson, Director of Organizational Development
- Attorney Kathleen Foster, Corporation Counsel

Absent

Commissioner James Segaloff-Chair

Noelia Marcano opened the meeting at 12:45pm.

Due to the absence of James Segaloff, Chair, Ms. Marcano opened the floor for nomination of one of the present commissioners to chair the meeting. Commissioner Massaro nominated Commissioner LaDore. Commissioner Sykes seconded the motion. All yeas: no abstentions. Commissioner LaDore chaired the meeting.

Agenda Item #1 Two (2) Job Descriptions – Public Health Clinic Charge Nurse & Deputy to Information Technology Manager

Due to the presence of a department representative, the Board was asked to switch the agenda to have Deputy to Information Technology Manager presented first.

Richard Tsou, Acting Data Processing Manager presented the Deputy to Information Technology Manager job description to the Board. Mr., Tsou gave reasoning as to need for this job description approval. Minor questions were asked and answered satisfactorily. Commissioner Sykes motioned to approve. Commissioner Massaro seconded the motion. All yeas; no opposed; no abstentions. Job description was approved.

There was no representative from the Health Department, therefore Ms. Marcano presented the Public Health Clinic Charge Nurse job description to the Board. Ms. Marcano informed the Board as to the need for this job description approval. Emmet Hibson, Director of Organizational Development additionally informed the Board on this position. Commissioner LaDore motioned to approve. Commissioner Sykes seconded the motion. All yeas; no opposed; no abstentions. Job description was approved.

Agenda Item #2 One (1) Eligibility List #09-01 Deputy Director/Engineer Public Works

Ms. Marcano presented Eligibility List #09-01 Deputy Director/Engineer Public Works. Ms. Marcano gave summary of the exam process and pass fail rates. She reported that there were 2 participants and both passed.

Commissioner Massaro motioned to approve. Commissioner LaDore seconded the motion. All yeas; no opposed; no abstentions. Eligibility List #09-01 was approved.

Agenda Item #3 Meeting Minutes – December 16, 2008 & January 9, 2009

Ms. Marcano presented the meeting minutes from December. The Board took a minute to review the set of minutes. Commissioner Sykes motioned to approve. Commissioner LaDore seconded the motion. All yeas; no opposed; no abstentions. Meeting minutes from December 16, 2008 were approved as presented.

Ms. Marcano presented the meeting minutes from January. The Board took a minute to review the set of minutes. Commissioner Sykes motioned to approve. Commissioner Massaro seconded the motion. All yeas; no opposed; no abstentions. Meeting minutes from January 9, 2009 were approved as presented.

Agenda Item #4 Other Business

The next meeting dates were confirmed for Tuesday February 10, 2009 (Special) and Tuesday February 24, 2009 (Regular).

Update of current litigation by Attorney Kathleen Foster was next. Commissioner LaDore motioned to go into Executive Session for pending litigation update. Commissioner Massaro seconded the motion. All yeas; no opposed; no abstentions.

Meeting moved into executive session at 12:58 pm.

Commissioner LaDore motioned to open the meeting. Commissioner Sykes seconded the motion. Meeting re-opened at 1:10pm.

There being no other business to discuss, Commissioner Sykes motioned to adjourn. Commissioner LaDore seconded the motion. Meeting adjourned at 1:10 pm.

Respectfully Submitted,

Noelia Marcano
Civil Service Secretary

NOTE: For the purpose of compliance with the Freedom of Information Act, these minutes are made available for review subject to later review, revision and approval by the Civil Service Board.

Civil Service Board Approval Date: _____