

**CITY OF NEW HAVEN
CIVIL SERVICE BOARD**

MINUTES OF MEETING
August 17, 2010

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none">• Commissioner Frank LaDore• Commissioner Anne Massaro• Commissioner Latrina Kelly• Commissioner Daniel DelPrete• Noelia Marcano, Civil Service Secretary	<ul style="list-style-type: none">• Attorney Kathleen Foster, Asst. Corporation Counsel• Scott Nabel, Public Safety HR Manager• Andrew Konspore, Firefighter Applicant <p><u>Absent</u></p> <ul style="list-style-type: none">• Commissioner Pedro Delgado

Meeting opened at 12:38 pm.

Item #1 Disqualification Appeal- Firefighter Applicant Andrew Konspore

Andrew Konspore stated his name and address for the Board. He then thanked and addressed the Board. Mr. Konspore does not meet the requirements to receive medical control from New Haven Sponsor Hospital. He stated that he was disqualified from the process last year due to a legal matter with New Haven Sponsor Hospital. He seeks to continue in the testing process until his legal proceedings against NH Sponsor Hospital conclude. Mr. Konspore anticipates his legal proceedings against NH Sponsor Hospital may conclude in October. He mentioned that if his legal matters were not concluded by then, he would withdraw his name from the hiring process.

Commissioner LaDore stated that he recalled this case from last year and asked Scott Nabel to explain Medical Control for purpose of edification of newer Board members. Mr. Nabel explained the need for medical control among candidates. Commissioner LaDore noted how the City is now checking medical control earlier in the hiring process. He further summed what Mr. Konspore is seeking and asked Mr. Nabel to summarize the timeline for testing. Mr. Nabel answered and mentioned that testing was likely to conclude in September. Attorney Kathleen Foster interjected with summarizing the rules applicable to the matter, specifically mentioning Rule 2, Section III in which the Civil Service Board's has discretion over applicant qualifications. Discussion concluded with visiting the job posting and description for clarification on requirements announced.

Mr. Nabel retrieved a copy of the posting and Commissioner LaDore recited the requirements for the record. Mr. Nabel recited the letter received by Sponsor Hospital for the record, which cites Mr. Konspore as not eligible to obtain medical control. He also explained to the Board the affidavit all applicants completed as part of their application submission.

Attorney Foster reviewed the list of requirements and asked Mr. Konspore if he met each. Mr. Konspore answered affirmative to being a licensed paramedic. Commissioner Kelly read the special requirements section regarding medical control and New Haven providing assistance with obtaining medical control for those who don't have it upon conditional offer of employment.

Commissioner LaDore asked if there was any reason Mr. Konspore should not proceed with testing. Ms. Marcano stated no reason but that he is not hireable if he can't obtain medical control by Sponsor Hospital. More discussion followed regarding medical control.

Commissioner LaDore concluded with a motion to have Andrew Konspore continue the testing process until time that offers are made and/or Mr. Konspore will withdraw from the process or the Board will remove his name if he appears as an eligible on the corresponding list if his legal matters against the sponsor hospital are not concluded by then. Commissioner Massaro seconded motion. All yeas; no abstentions. Mr. Konspore will proceed in the testing process.

Item #2 Job Description Revision- Assistant Fire Chief

Ms. Marcano presented the job description and described the revisions. Discussion between Ms. Marcano and the Board ensued regarding the position. Attorney Foster noted experience required in the New Haven Fire Department. More discussion ensued regarding the position and cutoff dates for tested promotional positions and different requirements.

There being no further questions, Commissioner LaDore motioned to approve the job description for Assistant Fire Chief with addition of “within the New Haven Fire Department” to the sentence that read, “five to ten years experience,” under the requirement section. Commissioner Kelly seconded. All yeas; no abstentions. Revised job description approved.

Item #3 Two Transfer Requests

Ms. Marcano presented the requests, the first being from Tijuana Johnson, currently a Clerk Typist hired from List #05-03. Commissioner Kelly motioned to approve the request for transfer. Commissioner DelPrete seconded. All yeas; no abstentions. Request approved.

Ms. Marcano presented the second request, made by Gail DeCola, hired from list #10-01 as Office Manager. Commissioner LaDore motioned to approve the request for transfer. Commissioner Massaro seconded. All yeas; no abstentions. Request approved.

Item #4 Correspondence Received for Civil Service Board

Commissioner LaDore asked the Board if anyone had received correspondence. All present had received correspondence dated July 27, 2010 from Cherlyn Poindexter, and Attorney Foster stated she also received a copy. Attorney Foster asked if the Board received a copy of the letter to Ms. Poindexter from Corporation Counsel Victor Bolden. Commissioner LaDore responded yes, but all others responded no. Copies of the letter are to be provided to those who had not received a copy.

Commissioner LaDore requested to discuss some of the issues raised in the correspondence. Attorney Foster advised to motion to add an additional item to the agenda to address potential litigation and that once added, this item should be discussed in executive session. Commissioner LaDore motioned to add the item to the agenda, namely Potential Litigation. Commissioner Massaro seconded. All yeas; no abstentions. Item added.

Commissioner LaDore motioned to enter executive session.
Commissioner Kelly seconded.
All yeas; no abstentions. Executive session entered at 1:20pm

Commissioner LaDore motioned to open meeting.
Commissioner Kelly seconded.
Meeting opened at 1:45pm.
No action was taken on this item.

Item #5 Public Safety Update

Mr. Nabel provided the update informing that the firefighter paramedic written exam is on August 27, and the oral portion of the exam is to be given mid September. Several positions within the Fire Marshall's Office are to be posted and tested. He stated the aim was to post the Deputy position after Labor Day open to current members of the Marshall's office with testing to take place 1st phase mid October and 2nd phase early November. Then in January, other Fire Marshall Office positions would be posted and tested. Regarding Deputy Fire Chief and EMS Supervisor, Mr. Nabel stated there was one bidder on that contract and the proposal was currently being reviewed.

Item #6 Litigation Update

Commissioner LaDore motioned to enter Executive Session.
Commissioner Kelly seconded. Executive Session entered at 1:51pm

Commissioner LaDore motioned to open meeting.
Commissioner DelPrete seconded. Meeting opened at 1:58pm.

Item #7 Meeting Minutes

Commissioner LaDore motioned to approve the minutes from March 22, June 23, July 13, and July 27 2010 as presented. Commissioner Kelly seconded. All yeas; no abstentions. All sets of minutes presented were approved.


Item #8 Other Business

Commissioner Kelly announced her departure from the Board because she is moving out of New Haven. Commissioner LaDore thanked her for time on the Board and Commissioner Kelly thanked the Board for her experience.

Commissioner LaDore instructed Ms. Marcano to contact Labor Relations Director Craig Manemeit and invite him to the next meeting or find out what other meeting date he can attend.

The next meeting was confirmed for September 28, 2010 at 12:30pm.

There being no further business to discuss, Commissioner Kelly motioned to adjourn.
Commissioner LaDore seconded.
All yeas; no abstentions. Meeting adjourned at 2:01pm.

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: 9/28/10