

**CITY OF NEW HAVEN
CIVIL SERVICE BOARD**

**MINUTES OF MEETING
May 24, 2011**

<u>Present</u>	<u>Also Present</u>
<ul style="list-style-type: none">• Commissioner Anne Massaro• Commissioner Daniel DelPrete• Commissioner James Williams• Noelia Marcano, Civil Service Secretary	<ul style="list-style-type: none">• Stephen Librandi, Human Resources Director• Kathleen Foster, Assistant Corporation Counsel
<u>Absent</u> <ul style="list-style-type: none">• Commissioner Frank LaDore	

Meeting opened at 12:39 pm.

In the absence of Board Chair, Frank LaDore, Ms. Marcano opened the floor for nominations for temporary chair to conduct the meeting. Commissioner Williams nominated Commission DelPrete. Commissioner Massaro seconded that nomination. Commissioner DelPrete did not forward a nomination. All yeas. Commissioner DelPrete conducted this meeting.

Item #1 Eligibility List Extension #10-13 Sanitarian:

Ms. Marcano presented this item and informed that this entire list remained untouched from when it was certified back in July of 2010 due to the position being eliminated in the Health Department's budget. However, attrition and/or position restoration provides a possibility to hire for this position in the upcoming fiscal year budget. Accordingly, the Health Department requests a 12-month extension of this list.

Commissioner DelPrete asked for a motion to approve a 12-month extension for Eligibility List # 10-13, with a new expiration date of July 27, 2012. Commissioner Williams motioned. Commissioner Massaro seconded the motion. All yeas; no abstentions. Extension approved.

Item #2 Minutes March 29, 2011 Meeting

Ms. Marcano presented the minutes of the April 26, 2011 meeting. Commissioner DelPrete asked for a motion to approve the minutes as presented. Commissioner Massaro motioned. Commissioner Williams seconded. All yeas; no abstentions. Minutes approved.

Item #3 Transfer Request

Ms. Marcano provided background on request presented from Rita Davis; initially hired from List #08-19 to the position of 911/Operator Dispatcher. Ms. Davis seeks placement on the Transfer List to be considered in future for any vacancies for her current title or similar title in any other department in the City.

Commissioner DelPrete asked for a motion. Commissioner Williams motioned to approve. Commissioner Massaro seconded the motion. All yeas; no abstentions. Transfer request approved.

Item #4 Correspondence Received for Civil Service Board

All parties present reported that no correspondence has been received since the last Board meeting.

Item #5 Public Safety Testing Update

Ms. Marcano informed that from the two bids that were being considered since her last report to the Board, the firm of Morris & McDaniel out of Alexandria, VA has been awarded the contract for the Battalion Chief promotional exam. Ms. Marcano will continue to keep the Board informed of the process through regular monthly updates.

Item #6 Litigation Update

Executive session was suggested to entertain this item. Commissioner Williams motioned to go into executive session to discuss litigation updates. Commissioner Massaro seconded the motion. Executive session entered at 12:50 pm.

Commissioner DelPrete motioned to re-open the meeting. Commissioner Williams seconded the motion. Meeting re-opened at 1:04 pm.

Item #7 Other Business

The date for the next regular meeting was discussed. Commissioner Massaro requested moving the date from June 28 to June 21 to due availability issues. Commissioner DelPrete informed that June 21 would cause availability issues for him. Commissioner Williams informed that he is available for a meeting on June 28. Attorney Foster informed that she would not be able to attend on June 28. Ms. Marcano informed she would contact Commissioner LaDore to ascertain his availability to meet on June 28, and if so, the meeting could still be convened on June 28. If not, she would suggest June 21 as the meeting date.

There being no further business to discuss, Commissioner DelPrete motioned to adjourn and Commissioner Massaro seconded. Meeting adjourned at 1:07 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: July 26, 2011