

**CITY OF NEW HAVEN  
CIVIL SERVICE BOARD**

**MINUTES OF MEETING**

October 26, 2010

<b>Present</b>	<b>Also Present</b>
<ul style="list-style-type: none"><li>• Commissioner Frank LaDore</li><li>• Commissioner Anne Massaro</li><li>• Commissioner Daniel DelPrete</li><li>• Noelia Marcano, Civil Service Secretary</li></ul>	<ul style="list-style-type: none"><li>• Attorney Kathleen Foster, Asst. Corporation Counsel</li><li>• Steve Librandi, Acting Director of Human Resources</li><li>• Scott Nabel, Public Safety HR Manager</li></ul> <p><u>Others:</u></p> <ul style="list-style-type: none"><li>• BOE School Security Director Lieutenant Dwight Ware</li></ul>

Meeting opened at 12:43 pm.

**Item #1 Eligibility Lists Removal List # 10-17 Firefighter**

Commissioner LaDore summarized the history of this item and what has led to the request to remove Andrew Konspore from List # 10-17 Firefighter. Mr. Nabel added information from his discussion with Mr. Konspore's attorney. Ms. Marcano also informed that Mr. Konspore had stated to the Board previously that he would willingly withdraw his name from the afore-mentioned eligibility list if his legal matter with Sponsor Hospital was not concluded by the time the list was certified and the City was ready to move forward with the hiring process. Mr. Konspore did not withdraw his name. So, Human Resources notified Mr. Konspore in writing that he was being recommended for removal from the list at today's meeting.

After further discussion, Commissioner LaDore motioned to remove Mr. Konspore from the list. Commissioner DelPrete seconded the motion. All yeas; no abstentions. Andrew Konspore was removed from List # 10-17 Firefighter.

**Item #2 Temporary Pending Test Request – BOE School Security Officer**

Lieutenant Dwight Ware, School Security Director for the Board of Education addressed the Board on this matter. He was requesting to fill two school security officer vacancies until the time that the test is administered and a list is certified. There followed a discussion on the history of filling school security personnel vacancies, including periods in where there was testing, and periods in where there was no testing to fill these types of positions. Ms. Marcano added that after much research, it has been concluded that School Security Officer is a tested position.

There was then discussion on the specific conditions of a temporary pending test hire (i.e.: incumbent would not receive sick time, vacation, benefits, etc). Ms. Marcano also clarified for the Board and Lt. Ware that individuals being considered for temporary hire would need to meet the requirements of the position. There followed discussion on the requirements of the position, including certification as a security guard from the State of CT Dept. of Public Safety.

Commissioner LaDore motioned to approve two temporary pending test hires for the position of School Security Officer. Commissioner Massaro seconded the motion. All yeas; no abstentions.

Ms. Marcano then informed Lt. Ware that she would be contacting him to screen the applications for the temp hires.

**Item #3 Civil Service List Extensions**

Ms. Marcano presented this item and summarized the need to extend the expiration date for List #09-17 Caretaker. The original list was certified on December 14, 2009 and will expire, after one year on December 14, 2010. Due to upcoming hiring needs, Ms. Marcano was requesting a six month extension to the list.

Commissioner DelPrete motioned to extend the list through June 14, 2011. Commissioner Massaro seconded the motion. All yeas; no abstentions. List #09-17 Caretaker extend through June 14, 2011.

**Item #4 Correspondence Received for Civil Service Board**

There has been no correspondence received by or for the Board during the period between the last regular meeting and today's meeting. Ms. Marcano informed the Board that as per their request, she had scheduled Craig Manemeit, Director of Labor Relations to attend today's meeting. However, shortly before the start of the meeting Mr. Manemeit had called to inform that he would be running late and or possibly not be able to attend. No action taken on this item.

**Item #5 Litigation Update**

Attorney Foster announced that there was no update to be provided to the Board at this time.

**Item #6 Public Safety Update**

Mr. Nabel informed the Board of the newly formed sub-committee of the Board of Police Commissioners for the purpose of working with Human Resources to revise the selection process for Police Officers to include interviews with the Board of Police Commissioners. Attorney Foster summarized the discussion of this matter at the most recent Board of Police Commissioners meeting, which she and Ms. Marcano attended.

Mr. Nabel then proceeded with an update on the testing occurring in the Fire Marshal's Office. He informed that the written exam had been administered for the position of Deputy Fire Marshal and that the oral exam would be given on November 1, 2010. He added that were only three candidates competing in this process. Mr. Nabel also briefly mentioned the upcoming testing for three more positions in the Fire Marshal's Office, those being Public Assembly Inspector, Life Safety Compliance Officer and Fire Investigative Supervisor. He added that these jobs would be posted shortly, the test administered in January 2011 and the list planned for certification at the January Civil Service Board meeting.

**Item #7 Minutes September 28, 2010 Meeting**


The minutes of the September meeting were reviewed. Commissioner Massaro motioned to approve the minutes as presented. Commissioner Frank LaDore seconded. All yeas; no abstentions. Minutes approved.

**Other Business**

The next regular meeting was confirmed to be held on November 16, 2010.

There being no further business to discuss, Commissioner LaDore motioned to adjourn and Commissioner Massaro seconded. Meeting adjourned at 1:20 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:** 11-16-10