

CITY OF NEW HAVEN CIVIL SERVICE BOARD

MINUTES OF SPECIAL MEETING

July 13, 2010

Present	Also Present
<ul style="list-style-type: none">• Commissioner Frank LaDore• Commissioner Anne Massaro• Commissioner Latrina Kelly• Commissioner Pedro Delgado• Commissioner Daniel DelPrete• Noelia Marcano, Civil Service Secretary	<ul style="list-style-type: none">• Attorney Kathleen Foster, Asst. Corporation Counsel• Steve Librandi, Acting Organizational Development Director• Scott Nabel, Public Safety HR Manager <p>Absent All Commissioners present. Although at start of meeting, Commissioner LaDore had not yet arrived. Commissioner LaDore arrived after Item #1.</p>

The meeting opened at 12:38 pm and Ms. Marcano opened the floor Commissioner Latrina Kelly was nominated to chair the meeting. All yeas; Commissioner Kelly conducted the meeting.

Item #1 Eligibility List #10-11 for Lead 911 Operator/Dispatcher

Ms. Marcano presented the list and provided a summary of the testing process as well as a breakdown of the pass and fail rates to the Board. Commissioner Kelly asked if there were any questions. No questions were asked. Commissioner Kelly then motioned to approve the list. Commissioner Delgado seconded the motion. All yeas; no abstentions. Eligibility List #10-11 for Lead 911 Operator/Dispatcher was approved.

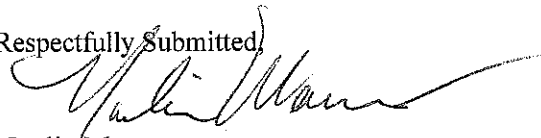
Item #2 Temporary Pending Test (TPT) Request

Ms. Marcano presented the request to the Board.

Due to a retirement in the Department of Health, there was an immediate need to fill the Financial Administrative Assistant position left vacant. This position was the primary administrative/financial support for the department. Ms. Marcano informed that the process of posting and testing for the position had already been initiated. However, the department's operational needs could not wait until a list is certified. Consequently, this was the reason for requesting a temporary pending test appointment.

Commissioner Delgado asked if the Board knew in ample time of the pending retirement. Ms. Marcano responded that often, employees make their plans to retire known and then retract their intent before the prescribed deadline. To avoid mis-announcing a job that could end up not being vacant, Human Resources waits until the employee's retirement is effectuated. A few more questions followed about temporary pending test appointments and after all questions had been answered to the satisfaction of the Board, Commissioner LaDore motioned to approve the request. Commissioner Massaro seconded. All yeas; no abstentions. Appointment request approved.

There being no further matters to discuss, Commissioner Kelly motioned to adjourn. Commissioner LaDore seconded the motion. All yeas; meeting adjourned at 12:52pm.

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: 8/17/10