

CIVIL SERVICE COMMISSION REGULAR MEETING MINUTES

June 9, 2015 at 2:00 p.m.

City Hall, 45 Lyon Terrace, Bridgeport, CT 06604

Wheeler Rooms A and B

RECORD OF THE VOTE

ATTENDANCE: Eleanor Guedes, Chair; Salvatore Emanuel, Richard Rodgers, Bishop Walter Plummer and Melva Falberg

STAFF: Personnel Director David Dunn, Clerk to the Commission Deborah Brelsford, Dr. Sheila Kerney, consultant; Intern Marcel Day.

OTHERS: Ms. Doree Price, Director of Public Safety Communications; Debra Deida, Public Safety Communications; Assistant Police Chief Nardozi; Phillip White, Labor Relations Officer; Jessica Carde, Atty. Michael Paes, Paes & Paes; Atty. Fern Paes, Paes & Paes

CALL TO ORDER.

Commissioner Guedes called the regular monthly meeting of the Civil Service Commission to order at 2:07 p.m. A quorum was present.

1. Meeting Minutes

The Minutes from the regular monthly Civil Service Commission meeting on May 12, 2015 were submitted for review.

**** COMMISSIONER RODGERS MOVED THE APRIL 12, 2015 MINUTES.**

**** COMMISSIONER FALBERG SECONDED**

**** THE MOTION TO APPROVE THE MAY 12, 2015 MINUTES AS SUBMITTED PASSED UNANIMOUSLY.**

Mr. Dunn then introduced Dr. Sheila Kerney who will be assisting the department with the oral exam for the Police Department. There will be training for those who are conducting the interviews at Fairchild Wheeler in the near future. There are 852 candidates for the oral exam and 42 assessors, with 3 assessors assigned to each of the 13 panels. Each panel will be made up of a Bridgeport Police officer, a community official, and another individual.

Mr. Dunn said that there will be a training session with the testing staff from Chicago. Commissioner Eleanor asked if the formats were similar. Mr. Dunn said that the formats

were identical. Dr. Kerney will be supervising the format. The interviews will be approximately 20 minutes long and the candidates will have the questions in advance.

In the past, the scoring was within 2 points but now, the scoring must be uniform. Mr. Dunn gave an overview of the entire testing process.

Mr. Dunn then introduced Mr. Marcel Day who is a Housatonic Community College intern that will be in the department two days a week for the summer. Ms. Brelsford said that he would be present for the testing during the week of June 15th.

2. Vacancy Report – NOTED FOR THE RECORD.

The Commission noted the vacancies for the record.

BOARD OF EDUCATION (Competitive)

Custodian I (2)
Custodian IV

CHIEF ADMINISTRATION OFFICE (Non-Competitive)

Project Manager

BOARD OF EDUCATION (Non-Competitive)

Maintainer I, Grade II

PUBLIC FACILITIES (Non-Competitive)

Maintainer I (2)

BENEFITS OFFICE (Non-Competitive)

Benefits Coordinator

PARKS AND RECREATION (Non-Competitive)

Lifeguards (50)
Lifeguard Captains (6)
Lifeguard Supervisor (3)
Beach Supervisor (2)

3. Merit Increases – CERTIFIED FOR PAYROLL.

The Commission certified the merit increases.

TOWN CLERK

Rosa Beltran	Typist I	\$37,089.00 (3) to \$38,776.99 (4)
Aidxa Marquez	Asst. Town Clerk	\$54,502.00 (3) to \$56,137.00 (Top Step)

ZONING

Daniel Brennan	Zoning Inspector	\$50,922.00 (3) to \$52,516.00 (Top Step)
Patrick Kleps	Zoning Inspector	\$47,727.00 (1) to \$49,332.00 (2)

LIBRARY

Robert Jefferies	Library Assistant I	\$30,747.00 (2) to \$33,719.00 (Top Step)
Cecilia Fernandez	Library Assistant I	\$30,747.00 (2) to \$33,719.00 (Top Step)
GianCarlo Amado	Library Assistant I	\$30,747.00 (2) to \$33,719.00 (Top Step)
Ana Tollinchi	Library Assistant II	\$36,710.00 (4) to \$38,479.00 (Top Step)
Nykia Eaddy	Junior Librarian	\$43,881.00 (2) to \$46,972.00 (Top Step)
Taja Shelton	Junior Librarian	\$43,881.00 (2) to \$46,972.00 (Top Step)
Shadd Jamison	Junior Librarian	\$43,881.00 (2) to \$46,972.00 (Top Step)

PRINT SHOP

John McDowell	Messenger	\$31,060.00 (1) to \$32,693.00 (2)
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CITY CLERK

Frances Ortiz	Asst. City Clerk	\$75,220.00 (5) to \$75,598.00 (Top Step)
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POLICE

Michael Tanner	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Maria Hernandez	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Kassandra Castro	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Luis Perez	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Doreen Ramos	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Carleene Cannon	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Joao Depina	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Joanna Torres	School Crossing Guard	\$8,219.00 (2) to \$8,853.00 (3)
Xiomara Martinez	School Crossing Guard	\$7,624.24 (1) to \$8,219.00 (2)
Pandora Jones	School Crossing Guard	\$7,624.24 (1) to \$8,219.00 (2)*
Zulmari Toledo	School Crossing Guard	\$7,624.24 (1) to \$8,219.00 (2)*

* Step increase effective July 6, 2015.

Shayla Delgado	Typist 1	\$35,405.00 (2) to \$37,089.00 (3)
Carmen Velazquez	Typist 1	\$35,405.00 (2) to \$37,089.00 (3)
Bernoica Gill	Typist 1	\$38,776.00 (4) to \$39,647.00 (5)

BUILDING

Albert DuBois	Electrical Inspector	\$79,607.00 (3) to \$81,790.00 (4)
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BOE FACILITIES

Carol Breslford	Janitress	\$30,463.00 (2) to \$31,981.00 (3)
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AIRPORT

Kyle Hoffman	Airport Certification Spec.	\$40,103.00 (2) to \$42,457.00 (3)
Richard Bonney	Public Works Foreman I	\$51,487.00 (3) to \$53,236.00 (4)

TAX ASSESSOR

Susan Arcano	Tax Assessment Clerk	\$42,194.00 (1) to \$43,844.00 (2)
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ENGINEERING

Pawel Papazachariu	Civil Engineer	\$66,913.00 (2) to \$68,816.00 (3)
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4. Permanent Appointments – CERTIFIED FOR PAYROLL.

The Commission certified the permanent appointments.

<u>EMPLOYEE NAME</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Hurst, Autumn	Grant Writer	Central Grants	05/24/2015
MacNicholl, John D	Fire Asst. Chief	Fire Department	05/24/2015

5. Public Safety Telecommunicator – Jessica Carde – Tabled from May 12, 2015

Ms. Doree Price, Director of Public Safety Communications, has requested the termination of probationary employee Jessica Carde.

**** COMMISSIONER PLUMMER MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS EMPLOYMENT ISSUES.**

**** COMMISSIONER FALBERG SECONDED.**

**** THE MOTION MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS EMPLOYMENT ISSUES PASSED UNANIMOUSLY.**

The Commissioners, Mr. Dunn, Ms. Brelsford, Mr. Day, Mr. White, Ms. Price, Ms. Deida, Assistant Police Chief Nardozzi; Ms. Carde, Atty. Michael Paes, and; Atty. Fern Paes entered into Executive Session regarding an employment issues at 2:24 p.m. They returned to public session at 3:10 p.m. No action was taken while in Executive Session.

A tripartite vote consisting of the Dept. Director; Civil Service Director and a consensus of the Commission was required regarding this matter.

**** MS. PRICE MOVED FOR THE EMPLOYMENT TERMINATION OF PUBLIC SAFETY TELECOMMUNICATOR CARDE.**

**** MR. DUNN SECONDED.**

**** THE MOTION FOR THE EMPLOYMENT TERMINATION OF PUBLIC SAFETY TELECOMMUNICATOR CARDE WAS UNANIMOUS (PRICE, DUNN, RODGERS, PLUMMER, GUEDES, FALBERG AND EMMANUEL.)**

Fire Lieutenants Robert Novak, Andrew Ellis, Peter Morotto, Scott Boris and Ron Rolfe – Appeal.

The Commission has received correspondence from Patricia A. Cofrancesco, Esq., regarding an appeal for Fire Lieutenants Robert Novak, Andrew Ellis, Peter Morotto, Scott Boris and Ron Rolfe.

Mr. Dunn stated that the City Attorney's Office had requested this be tabled. This was agreeable to the Commission.

Legal Report – Attorney Mitola - No Report.

Personnel Director's Report –

Mr. Dunn said that his biggest focus was the Police Entry exam that would be taking place at Harbor Yard. Ms. Brelsford said that there were only 16 candidates that did not schedule an appointment. Mr. Dunn reviewed the holding fee for the exams and the various additional tests, such as the physical and background check. He explained that the candidates sign a confidentiality agreement. Then during the lie detector interview, the candidates will be asked if they disclosed any of the information to anyone else. The seminar for the Commission for the appeals is in process.

There will be a Fire Department Captain's exam scheduled later this month. The Police Department Captain's test is still in process and has not been scheduled at this time. Most likely, it will be scheduled for September due to some legal issues.

Plans for a Custodian IV examination are underway. The changes in the job description will be posted by the end of the month. Provisional employees will not be allowed to take the exam.

ADJOURNMENT.

**** COMMISSION GUEDES MOVED TO ADJOURN THE JUNE 9, 2015
REGULARLY MONTHLY MEETING OF THE CIVIL SERVICE
COMMISSION.**

**** COMMISSION EMANUEL RODGERS SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:25 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services.