

CIVIL SERVICE COMMISSION REGULAR MEETING

Wednesday, September 19, 2012, 2:00 p.m.
City Hall, 45 Lyon Terrace, Wheeler A and B, Bridgeport, CT 06604

MINUTES

Commissioner Guedes called the September 19, 2012 regular meeting of the Civil Service Commission to order at 2:10 p.m. Present were Commissioners Rodgers, Correa, and McBride. Also attending were Personnel Director David Dunn, Clerk to the Commission Deborah Brelsford, City Attorney John Mitola, Fire Chief Brian Rooney and Adam Heller, Director of ITS. Commissioner Plummer was not in attendance.

1. Meeting Minutes - APPROVED

The minutes from the regular meeting on August 28, 2012 and the special meeting on September 10, 2012 were submitted for review. Mr. Dunn stated that he reviewed them both and found them to be in order. On a motion made by Commissioner Correa and seconded by Commissioner Rodgers the Commission unanimously approved the minutes of the regular monthly meeting on August 28, 2012. On a motion made by Commissioner McBride and seconded by Commissioner Correa the Commission unanimously approved the minutes of the special meeting held on September 10, 2012.

2. Vacancies – APPROVED / TABLED (*indicates 5 vacancies Tabled to October 9, 2012)

Commissioner Guedes asked Mr. Dunn how many of the vacancies have been filled. When explaining the Board of Education vacancies there was a discussion between Commissioner McBride and Mr. Dunn regarding bumping rights for the custodian positions and various unions that custodial employees belong to. Mr. Dunn explained that if a test is given for custodial positions and an employee does not pass they are not entitled to bump automatically. Commissioner McBride was under the opinion that employees would have bumping rights. Attorney Mitola suggested that this issue is a Labor Relations matter. Mr. Dunn explained that the Janitress position is in the AFSCME union and the Custodian position is in NAGE. He explained further that the Custodian IV and Supervisor positions are in the Bridgeport City Supervisor Union (BCSU). Commissioner McBride stated that people filling these vacancies should be told they will not have a job if they don't pass the test. Commissioner Guedes stated that there must be transparency.

Mr. Dunn stated that he will speak with Labor Relations and get all of this clarified. He added that bumping is a bigger issue than he anticipated. The reality is this is very complicated and 3 unions are involved. Commissioner Guedes questioned why there are different unions and Mr. Dunn explained that originally Bridgeport Municipal Employees Union covered all employees. In the late 1960's AFSCME formed and got union certification from the State. In 1975 NAGE came in through the prior business agent from AFSCME. White collar competitive positions were in

NAGE and blue collar positions stayed in AFSCME. He also explained that some clerical Board of Education positions are across the same 3 unions. Mr. Dunn recommended that the appointments of Janitress, Provisional Custodian I and Provisional Custodian IV be tabled until October's meeting and he will speak with the 3 unions and Labor Relations.

Commissioner Correa asked Mr. Dunn for clarification on the difference between Custodian IV and Custodial Supervisor. Mr. Dunn explained that the Custodian IV is like a Foreman oversees 1 school and the Custodian Supervisor serves like a Superintendent and oversees several schools.

Ms. Veronica Jones, Acting Tax Collector explained that when Anne Kelly-Lenz was moved into the Acting Finance Director position she filled the Acting Tax Collector position and now someone is needed to fill her spot as Acting Deputy Tax Collector and this is Carmen Febles from within the Tax Collector department.

Ms. Alanna Kabel explained that Kelly McDermott resigned as Senior Housing and Community Development Manager and that William Tyler Fairbairn is being promoted from within to Deputy Director of Housing and Community Development. There is an agreement with LIUNA in place. Federal requirements call for a 5 year Consolidated Plan for Housing and Community Development. Mr. Fairbairn will be responsible for this. He has a Masters Degree from Columbia University in Urban Planning and worked in affordable housing in New York City. Commissioner Guedes stated that she does community development work and that she gives an excellent reference for Tyler. Ms. Kabel said that there is somebody in mind for the Provisional HOME Specialist; however, it has been tabled.

Mr. Heller explained that technology changes and the use of technology in the City have changed. He has IT personnel fixing employee desktops and pulls them to work on the servers that run all the software. He would like to have a dedicated Server Specialist to work on the servers and solve a myriad of issues that arise and have caused significant problems for his department. This position would also deal with the contracts from the software vendors and ensure data entry runs online, with minimal downtime for City departments. This position would be a dedicated resource for IT. Mr. Heller hopes that somebody from his current staff would be interested in this position and that he could promote from within. Mr. Heller would have to backfill in the support services area. The Server Specialist is funded in his department budget.

Ms. Kabel explained that Richard McHugh retired in July 2012 as Senior Economic Development Associate and that the position was posted with LIUNA for 10 days, per the contract. The position focuses on brown fields and brown field remediation and EPA funds. Mr. David Kooris, OPED Director, does not have anyone in particular in mind and will go outside to hire if no one from within responds to the posting.

Commissioner Correa asked about the vacancy in City Clerk. Tom White was laid off at the end of the budget process. Attorney Mitola explained that the Legislative Liaison is a position that reports to the City Clerk and not the Council President. It is a full-time position and may have to work with State legislative body.

On a motion made by Commissioner McBride and seconded by Commissioner Rodgers the Commission unanimously approved the vacancies below without the asterisk (*) and tabled the vacancies with the asterisk (*) to the October 9, 2012 Commission meeting:

<u>Department</u>	<u>Title</u>
Health Department	Security Guard
Housing & Community Develop.	Dpty. Dir. of Housing and Comm. Devel.
Information Technology Services	Server Specialist
Office of Planning & Econ. Develop.	Sr. Economic Development Associate
Police	School Crossing Guard (5)
Tax Collector	Acting Deputy Tax Collector
Board of Education	Acting Custodian III
Board of Education	Custodial Supervisor
City Clerk	Legislative Liaison*
Housing & Community Develop.	Provisional HOME Specialist*
Board of Education	Janitress (2)*
Board of Education	Provisional Custodian I (2)*
Board of Education	Provisional Custodian IV*

3. Merit Increases – CERTIFIED

Commissioner Correa inquired about the responsibilities for the Director of Social Services. Ms. Kabel explained that the position is responsible for SNAP (Supplemental Nutrition Assistance Program), Food Stamps, Veterans Affairs, Disabilities, as well as Communicable Diseases. The position is located at 752 East Main Street and handles a number of grants, staff, and relocation services if a building is deemed unfit. Commissioner Correa inquired about inspecting restaurants and Ms. Kabel explained that this comes under Environmental Health located at the Annex. Ms. Kabel explained that Dr. Carole Presnick, who is paid \$1/year by the City and provides her work with the City as a public service, as needed. Ms. Kabel gave the example of Dr. Presnick getting involved if an incorrect medication was given out from the department. The Health department also gives flu shots, has a mobile van, deals with STDs, AIDS, firefighter physicals, etc.

Commissioner Correa commented on the facility at 752 East Main Street itself and that it is not very appealing and should be relocated. Ms. Kabel stated that at the direction of Mayor Finch an alternate location is being sought for the Health department. A location was found, however, the department can't be moved there because of TB patients it services. The City is working with Max Perez to find a spot to purchase and build new or renovate. On a motion made by Commissioner Rodgers and seconded by Commissioner McBride the Commission unanimously certified the following merit increases:

Police

Ferri, Jason	Police Detective	\$66,794 (1) to 70,041 (2)	9/6/12
Garcia, Ramon	Police Detective	\$66,794 (1) to 70,041 (2)	

9/22/12

Health Department

Iris Molina	Dir. of Social Services	\$95,477 (4) to \$97,698 (Top)*
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*Retroactive effective July 1, 2011

4. Permanent Appointments – CERTIFIED

Mr. Dunn explained that the first class of police officers from exam #2302 was to be certified for permanent appointments. The other permanent appointments were from Public Facilities, Comptroller and Parking Enforcement office. On a motion made by Commissioner Correa and seconded by Commissioner Rodgers the Commission unanimously certified the following permanent appointments:

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective</u>
Secula	Diana	Parking Enforcement Officer	Parking Enforcement	08/21/2012
Kozma	Patricia	Accounting Clerk I	Comptroller	08/21/2012
DeMoura	Carlos	Maintainer II	Public Facilities	04/23/2012
Valdegas	Domingos	Maintainer III	Public Facilities	04/23/2012
Nadrizny	Craig	Foreman II	Public Facilities	05/14/2012
Velez	Luis	Maintainer III	Public Facilities	04/23/2012
Alamo	Nicky	Maintainer III	Public Facilities	04/23/2012

Police

Brito, Marcos P.	Police Officer	6/10/12
Carl, Paul M.	Police Officer	6/10/12
Carrano Jr., John F.	Police Officer	6/10/12
Carter, Michael R.	Police Officer	6/10/12
Cetti, Marie A.	Police Officer	6/10/12
Duharte, Jonathan A.	Police Officer	6/10/12
Franco, Jeffrey R.	Police Officer	6/10/12
Harper, Thomas D.	Police Officer	6/10/12
Henry II, Eliud	Police Officer	6/10/12
Jarrett, Jamie J.	Police Officer	6/10/12
Jarvis Jr., Clinton R.	Police Officer	6/10/12
Leonard, Timothy M.	Police Officer	6/10/12
Mayne, Sheldon L.	Police Officer	6/10/12
Norris Jr., Phillip B.	Police Officer	6/10/12
Palatiello III, Albert J.	Police Officer	6/10/12
Paz, Daniel G.	Police Officer	6/10/12
Pereira, Fabio W.	Police Officer	6/10/12
Rivera, David W.	Police Officer	6/10/12
Rozum, Adam L.	Police Officer	6/10/12
Schneider, Eric R.	Police Officer	6/10/12
Smith, Ean J.	Police Officer	6/10/12
Stanitis, Michael P.	Police Officer	6/10/12
Taylor, Ashley A.	Police Officer	6/10/12
Zaleta, Christopher M.	Police Officer	6/10/12

5. New Title/Job Classification Code – Server Specialist – APPROVED

The Commission received a request to create a new title and job classification code for Server Specialist in the ITS department. (Please reference #2 Vacancies, above, for Mr. Heller's explanation to the Commission.) On a motion made by Commissioner Correa and seconded by Commissioner McBride the Commission unanimously approved the new title, job description, and job class code for Server Specialist.

6. Town Clerk – Reclassification of Assistant Town Clerk I

The Commission received a request from Alma Maya, Town Clerk, to reclassify the position of Assistant Town Clerk I from competitive to non-competitive. Mr. Dunn reported that the union was in agreement. At the August 28, 2012 meeting the Commission approved this contingent upon Mr. Dunn's conversation with the union.

It is noted for the record that agenda item numbers 7, 8, 9, and 10 were tabled to October 9, 2012 per written requests made by each appellant and in the case of #7, by his attorney. It is further noted that the Commission stated that it will not hear any further postponements of firefighter #2306 appeals.

7. Kenneth Fossesigurani Appeal – Tabled from August 28, 2012 - TABLED TO OCTOBER 9, 2012

The Commission received a request for an appeal from Mr. Fossesigurani regarding his disqualification from Fire #2306 for failing a portion of his medical examination.

8. Oshaine Richardson Appeal – TABLED TO OCTOBER 9, 2012

The Commission received a request for an appeal from Mr. Richardson regarding his disqualification from Fire #2306 for failing his psychological examination.

9. Demetrius Pettway Appeal – TABLED TO OCTOBER 9, 2012

The Commission received a request for an appeal from Mr. Pettway regarding his disqualification from Fire #2306 for failing his psychological examination.

10. Andrew Komoroski Appeal – TABLED TO OCTOBER 9, 2012

The Commission received a request for an appeal from Mr. Komoroski regarding his disqualification from Fire #2306 for failing his psychological examination.

11. Gary Tutoli Appeal – DENIED

The Commission received a request for an appeal from Mr. Tutoli regarding his disqualification from Fire #2306 for habits and conduct. Mr. Tutoli chose to have his appeal heard in executive session. On a motion made by Commissioner Correa and seconded by Commissioner McBride the Commission entered executive session at 3:02 p.m. The Commission returned to public session at 3:17 p.m. Commissioners Rodgers, Correa, and McBride each voted respectively to deny the appeal of Mr. Tutoli. Mr. Tutoli thanked the Commission for its time.

It is noted that Tom McCarthy, City Council President, answered questions from the Commissioners about the Legislative Liaison position. He said that during the last budget cycle the City Clerk office asked the City Council for more help. This was before the Budget Committee and then the full Council. A position was eliminated and some of the funding was used to hire somebody in the City Clerk office and the City Clerk agreed to take on some responsibilities. Commissioner Correa asked if this was Mr. White's position and Mr. McCarthy said no and that the assignment is different from Tom White's previous position. This position is unaffiliated. It has been in the City Clerk Table of Organization but has not been funded for years. The position is now physically located in the City Clerk office and has a lower salary than the previous position. Mr. McCarthy explained that a problem was solved and money was saved. The person filling the position was laid off from the Department of Aging and has experience with grants and Munis software. This is being done on a temporary basis and if it works out, it may be made permanent.

12. Personnel Director's Report

- Police – new class
Mr. Dunn stated that the new police recruits were now 2+ months into the Academy and that on October 18, 2012 the Commission would be touring the Academy. There have been some minor trips and falls but nothing major.
- Police – promotional exams for Sergeant and Lieutenant
Mr. Dunn said that consulting companies for testing have been contacted. He will speak with Chief Gaudett. Mr. Dunn said it was very ambitious to have tests completed this year.
- Firefighter – Academy Update
The firefighters are now 3 weeks into the academy and doing very well. There was 1 small accident but we have been told all are extremely happy. Chief Brian Rooney stated that he was appreciative for everything the Personnel Director did to improve the process with CPAT, psychological evaluations, etc. Commissioner Correa asked if other communities used psychological evaluations and Mr. Dunn said that New Haven is looking into it; Hartford uses something similar; Waterbury and Stamford do use psychological evaluations as well as Danbury and Manchester.

Mr. Dunn also said that no other City or Town has an appeal process. This was the first time the City used CPAT; had assessors from our own Fire department; used psychological evaluations; hair follicle drug testing; stress testing and this is the first time in over 40 years that the test was not challenged in court.

Chief Rooney added that in the last class of 31, 9 washed out because they did not have the physical strength. He said that it is very expensive to outfit and train firefighters. This is the first time the Fire department has received a Safer Grant and it covers salary and benefits for the first 2 years for the new hires. It is a 207 million dollar grant (\$207,000,000).

Commissioner Correa suggested that when these grants come through the qualifications should be sent to the Police, Fire, and Civil Service Commissions, for greater transparency.

On a motion made by Commissioner McBride and seconded by Commissioner Rodgers the regular monthly meeting of the Civil Service Commission was adjourned at 3:40 p.m.