

# CIVIL SERVICE COMMISSION REGULAR MEETING

**MINUTES - Tuesday, July 12, 2011, 2:00 p.m.**

City Hall, 45 Lyon Terrace, Wheeler A and B, Bridgeport, CT 06604

Commissioner Plummer called the regular meeting of the Civil Service Commission to order at 2:08 p.m. Present were Commissioners Rodgers, McBride, and Correa. Also present were Personnel Director David Dunn, Clerk to the Commission Deborah Brelsford, City Attorney John Mitola, and Sandra Ferreira, Acting Personnel Assistant, who served as Examiner for the promotional Fire Inspector and Fire Assistant Chief exams. Police Chief Joseph Gaudett was also present.

## 1. Meeting Minutes - APPROVED

Mr. Dunn stated that he had reviewed the meeting minutes from the regular meeting held on June 14, 2011 and that they were in order. On a motion made by Commissioner Correa and seconded by Commissioner McBride the minutes were unanimously approved by the Commission.

## 2. Vacancies - APPROVED

Mr. Dunn explained to the Commissioners that 2 of the vacancies have been filled and that the remaining three were either posted or at the interview stage. The vacancies are as follows:

Airport Serviceman I	TBD	replace Richard Bonney
Airport Serviceman II	Richard Bonney	replace David Petite
Roadway MT IV	Tomas Estrella	
PST Supervisor	TBD	replace Christopher Costa
Mail Messenger	TBD	replace Margaret Broadnax

On a motion made by Commissioner Rodgers and seconded by Commissioner McBride, the Commission unanimously approved the vacancies.

## 3. Merit Increases – APPROVED

There was a discussion about the progress being made in the area of merit increases. Commissioner Correa stated that an individual should get a merit increase based upon performance. Mr. Dunn stated that many supervisors think merit increases are automatic and that evaluations for performance may not be done as stringently as they should be done and he believes that this should start at the top. He did assure the Commissioners that probationary reports are completed and the office receives supervisor's approval for merit increases. Commissioner Correa wants to ensure the process is fair. On a motion made by Commissioner McBride and seconded by Commissioner Correa, the following merit increases were unanimously approved:

### Merit Raises for July 1, 2011

#### Public Facilities

Michael Lauro Maintainer I, Grade I \$25,579 (1) to \$27,599 (2)

#### Det. of Aging

Bonita Bolta Senior Center Coordinator \$38,000 (2) to \$39,000 (3)

### CORRECTION FROM JUNE 14 MEETING

#### Parks Dept.

Rosemary Zolyomi Special Project Manager \$65,616 (4) to **\$69,909** (Top)

#### Public Facilities

Armindo Videira Public Works Foreman II \$55,409 (4) to **\$56,800** (Top)

**Merit Increases**

**Emergency Operation Center**

<b>Name</b>	<b>Job Title</b>	<b>Amount From</b>	<b>Step From</b>	<b>Amount To</b>	<b>Step To</b>	<b>Effective Date</b>
Fonseca, Sharday M.	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/7/2011
Knoval Judith	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/7/2011
Liggins, Sean E.	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/7/2011
Reyes, Xiomara	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/7/2011
Werder, Kevin J.	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/7/2011
Santiago, Jessica	PS Telecommunicator	15.10 Hr	1	16.25 Hr	2	6/21/2011
Pierce, Ramona	Telecomm. Operator	16.25 Hr	2	18.65 Hr	3	7/1/2011
Rosado, Eduardo	Telecomm. Operator	18.65 Hr	5	19.77 Hr	5 (Top)	7/1/2011
Lopez, Rebeca	PSC Bdgt/Policy Analyst	69,230.00	1	70,321.00	2	7/1/2011

**Fire Department**

<b>Name</b>	<b>Job Title</b>	<b>Amount From</b>	<b>Step From</b>	<b>Amount To</b>	<b>Step To</b>	<b>Effective Date</b>
Alfaro, Alexis	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Bryant, Mark	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Bulerin, James	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Burlison, Patrick	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Cannon, Ronald	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Defranzo, Michael	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Dunleavy, Thomas	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Greene, Anthony	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Greene, David	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Hall, Jacob	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Jones, Jimmie	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Jones, Lamont	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Lenart, David	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Resko, Eric	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Russo, Daniel	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Spinelli, Peter Jr	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Torres, Arnaldo	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Valerrama, Edwardo	Fire Fighter	46,353.58	2	52,334.45	3	6/10/2011
Barnes, Maurice	Fire Fighter	46,353.58	2	52,334.45	3	6/11/2011
Echford, Mario M.	Fire Fighter	46,353.58	2	52,334.45	3	6/11/2011
Hmura, Stephen A.	Fire Inspector	65,909.55	1	69,011.20	2 (Top)	7/1/2011
Polite, Henry L.	Fire Senior Inspector	76,475.25	2	79,364.73	3 (Top)	7/1/2011
Szabo, Zoltan J.	Pumper Engineer	57,956.58	1	60,011.70	2 (Top)	7/1/2011

**4. Fire Grievance –TABLED to September 13, 2011**

Mr. Dunn explained that Civil Service received notice on July 1, 2011 that Fire Chief Brian Rooney would be out of the office on July 12, 2011. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers the following matters are tabled to the September 13, 2011 meeting:

- The Commission has received a request from Mr. Robert Whitbread, President, IAFF, Local 834, regarding Grievance 2011-11 FF Reed Sick Leave.
- The Commission has also received a request from Mr. Robert Whitbread, President, IAFF, Local 834, regarding the failure to promote FF Joe Pellaggi to the position of Lieutenant.

**5. Examiner's Report Fire Inspector #2300 – CERTIFIED**

Ms. Ferreira explained to the Commissioners that all the candidates got credit for question #69 and therefore all the scores were boosted, however, no ranks changed. On a motion made by Commissioner Rodgers and seconded by Commissioner McBride, the list for Fire Inspector #2300 was unanimously certified by the Commission.

**6. Request for Waiver – Assistant Chief William Hathaway- GRANTED**

Mr. Dunn explained that Fire Assistant Chief William Hathaway requested a six month waiver for the position of Fire Inspector. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers, the Commission unanimously granted the six month waiver to Assistant Chief William Hathaway.

**7. Request for Waiver – LT Darrien Penix - GRANTED**

Mr. Dunn explained that Lt. Darrien Penix requested a six month waiver for the position of Fire Inspector. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers, the Commission unanimously granted the six month waiver to Lt. Darrien Penix.

**8. Assistant Fire Chief's List – CERTIFIED**

Mr. Dunn explained that the first 3 candidates were not affected and were certified by the Commission at an earlier date and since have been promoted to Assistant Fire Chief. He further explained that candidates #4 through #13 were pending certification until Captain Calderoni's appeal was reviewed by Resource Management Associates. Captain Calderoni was granted 1 additional point on the exam, thus moving him up to the #5 rank position. This change moved Captain Botsko down from #5 rank position to #6 rank position. Since the appeal period expired, the remainder of the list, #4 through #13 needed to be certified. Captain Calderoni thanked the Commission, Mr. Dunn, and Ms. Ferreira. Mr. Dunn explained that at this time there are no vacancies, however, vacancies are expected over the course of a year. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the list #4 through #13 for Assistant Fire Chief was unanimously certified.

**9. Tax Collector Reorganization and New Job Descriptions - GRANTED**

Mr. Dunn explained that he has met with Mr. Andrew Nunn, Ms. Dawn Norton, and Ms. Anne Kelly-Lenz to discuss the condition of the office and the manner in which work is getting done. Discussions included how to better utilize the talent within the office. Some positions in the department would remain the same while others would change.

Mr. Dunn introduced Ms. Kelly-Lenz to the Commissioners. She explained that there are long lines of Bridgeport residents during tax season. During the lunch period of 12:00 noon to 3:00 p.m. cashiers take their lunch break for an hour. This results in a lack of coverage and the people

in line do not move quickly through the process. Ms. Kelly-Lenz desire is to bring information clerks and cashiers to the same level. This will help avoid burn-out, which is often a result of the public screaming at the staff and even throwing objects at them. Ms. Kelly-Lenz said that the employees in her department want to learn more. With this reorganization she will be able to rotate staff, teach them Excel software which is a necessity in today's world. She discussed this with the Union and the Union does not have a problem with this. Employees will get a pay increase for having additional skills.

Commissioner Correa stated that tax collector clerks who are bilingual should be remunerated as such because they bring added value to the office. Ms. Kelly-Lenz stated that they are a necessity to the office. Mr. Dunn stated that he will address Commissioner Correa's concerns with a test. If somebody meets minimum requirements such as speaking, reading, and writing in Spanish then payment would be made accordingly.

Mr. Dunn did speak with Attorney Jim Tessitore, (NAGE) in passing, about the reorganization and Ms. Kelly-Lenz spoke with NAGE about this action enhancement for employees. Mr. Dunn also spoke with the Supervisors Union Officers.

The Deputy Tax Collector position is non-competitive and would be a promotion from within through the bid process. The Tax Collection Clerk is a competitive position and is entry level. Ms. Kelly-Lenz stated that employees have to know tax laws. Commissioner Correa commended Ms. Kelly-Lenz for helping her employees through a career path. Bishop Plummer added that reorganization is not an easy process. On a motion made by Commissioner Correa and seconded by Commissioner Rodgers, the Commission unanimously supported the reorganization of the department and new job descriptions.

#### **10. Dawn M. Ramirez – Appeal - DENIED**

Mr. Dunn explained that the Commission received a request from Ms. Ramirez regarding rescinding her resignation. Ms. Ramirez requested her hearing in executive session. On a motion made by Commissioner McBride and seconded by Commissioner Correa, the Commission entered executive session at 2:46 p.m. The Commission entered public session at 3:12 p.m. Commissioners Rodgers, McBride, and Correa each voted to deny Ms. Ramirez' request to rescind her resignation.

#### **11. Ruben Ricci – Request to Rescind Resignation – TABLED TO SEPTEMBER 13, 2011**

Mr. Dunn explained that the Commission has received a request from Mr. Ricci to rescind his resignation and return to the position of Telecommunicator. He further explained that the department head, Ms. Doree Price, said he was a desirable employee and that he had resigned in good standing. The Commission requested more information such as the reason why Mr. Ricci resigned and requested a packet similar to what was prepared for the hearing of Ms. Ramirez. On a motion made by Commissioner Correa and seconded by Commissioner McBride, this matter was tabled to the next Commission meeting, which is scheduled for September 13<sup>th</sup>.

#### **12. John Antignani – Appeal – Tabled from May 17, 2011- DENIED**

A request for the matter to be tabled again was received via phone from Attorney Gulash about 30 minutes before the start of the July Civil Service Commission meeting. Mr. Dunn explained that he believed Mr. Antignani felt the hearing and vision standards for police officer were too strict. There had been many requests to table the hearing and Mr. Dunn did not see any reason to grant a further continuance of the appeal. On a motion made by Commissioner Rodgers and seconded by Commissioner Correa, the Commission unanimously denied tabling Mr. Antignani's appeal.

### **13. Felippo Accettullo, Jr. – Appeal – Tabled from May 17, 2011 – DENIED**

Mr. Dunn introduced Felippo Accettullo, Jr. to the Commission. Present from OIA was Sergeant Manual Cotto, who was the investigating officer on Mr. Accettullo's background investigation. Mr. Dunn reviewed the Appeal Summary he had prepared for the Commissioners. Mr. Accettullo said he knew he was wrong for driving under the influence. He had gone out with friends. He also took responsibility for drug use. He hadn't reported information on the OIA Background Survey because he had misunderstood the number of years required. He had an argument with a soldier who under-ranked him. He volunteered to do extra duty with the soldier. When he signed up for the position with the Bridgeport Police Department Mr. Accettullo had never been in trouble. When he was stopped by a police officer Mr. Accettullo told the police officer he had a firearm with him. Mr. Accettullo stated that his mistakes do not speak for him. All he wanted to be was a Bridgeport Police Officer. Sergeant Cotto said that Mr. Accettullo signed and swore to the statement that he fully understood what was being asked of him. Chief Gaudett stated that he supported Mr. Dunn's decision to deny the appeal. Commissioners Correa, McBride, and Rodgers unanimously voted to deny Mr. Accettullo's appeal. Commissioner Plummer added that he wished Mr. Accettullo well and hoped this was a step in the other direction for Mr. Accettullo.

### **14. Richard Camarro – Appeal - DENIED**

Mr. Dunn explained that the Commission received a request from Mr. Camarro regarding his disqualification from Police Officer #2302 for not passing his psychological evaluation. Mr. Dunn introduced Mr. Camarro and Mr. Jack D'Angelo, who accompanied Mr. Camarro, to the Commission. The Commission took a 5 minute break. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers, the Commission entered executive session at 3:39 p.m. A short break was taken at 3:55 p.m. for Chief Gaudett to review the psychological evaluation. At 4:03 p.m. the Commission returned to executive session. At 4:08 p.m. the Commission entered public session. Commissioners Rodgers, McBride, and Correa each voted to deny Mr. Camarro's request for another psychological evaluation. Commissioner Plummer thanked Mr. Camarro for a strong presentation.

### **15. Christopher Mancini – Appeal - DENIED**

Mr. Dunn explained that the Commission has received a request from Mr. Mancini regarding his disqualification from Police Officer #2302 for not passing the psychological evaluation. He also said that Mr. Mancini was not present. Commissioner Rodgers, McBride and Correa each voted to deny Mr. Mancini's appeal.

### **16. Personnel Director's Report**

#### Police Examination Status

Mr. Dunn explained that plans are being made to give a promotional examination for Deputy Police Chief. This is an assessment center exam and he would like to announce the exam by the end of August 2011. Police Captain will take this examination. Mr. Dunn is working to get the panel in order as well.

#### Fire Examination Status

Mr. Dunn reported that there has been an extensive recruitment of Firefighter candidates. Leading the task is Captain Frankie Rivera and Firefighter Sheila Santiago. Scholarships are available to Bridgeport residents in need of assistance to pay the CPAT fee of \$150.00. The written exam is tentatively set for Saturday, November 19, 2011 at Central High School. A

discussion took place about CPAT being the right test for the physical ability portion of the process. Mr. Dunn explained that the Firebirds would like the class to be hired and then trained.

Other

Mr. Dunn reminded the Commissioners that the next meeting of the Civil Service Commission is scheduled for Tuesday, September 13, 2011.

**17. Town Clerk Department Reorganization**

Mr. Dunn asked that the Agenda be amended to include #17, Town Clerk reorganization for some part-time positions in the department. Alma Maya was introduced to the Commission and explained that she had organization issues related to elections, budgets, and retirements. There are also critical issues with absentee ballots. She proposed the plan of calling back a part-time clerk to full-time status to devote to the election. Ms. Maya also stated that Alba Rodriguez is retired and would return as a part-time election specialist during elections seasons. There is the primary, the general, a lull in elections and then the Town Committee election. Ms. Rodriguez was the Assistant Town Clerk for almost 30 years and is the most knowledgeable in the department about procedures and laws. She retired due to illness and Christina Resto was promoted to Ms. Rodriguez' position. Nancy Palmieri, who was laid off, is part-time Elections Clerk. She is a very good and dependable employee and did not need training.

Commissioner Correa stated that she is supportive of election panel recommendations. Ms. Maya informed the Commission that she has not yet seen them. The Registrar of Voters would have the document. Commissioner Correa recommended that Ms. Maya get the report. Ms. Maya said that the Town Clerk department came out very clean in the election process and the reorganization would help her department be more efficient. Commissioner Correa added that the Town Clerk office saved the day.

As a matter of record Commissioner Plummer asked the Commission to endorse the idea. On a motion made by Commissioner McBride and seconded by Commissioner Correa the Commissioners unanimously endorsed the reorganization of the Town Clerk's office.

On a motion made by Commissioner McBride and seconded by Commissioner Correa the regular monthly meeting of the Civil Service Commission was adjourned at 4:23 p.m.