

## **CIVIL SERVICE COMMISSION REGULAR MEETING**

**MINUTES - Tuesday, June 14, 2011, 2:00 p.m.**

The City of Bridgeport Emergency Communications and Operations Center (ECOC)  
581 North Washington Avenue, Bridgeport, CT 06604

Commissioner Guedes called the regular meeting of the Civil Service Commission to order at 2:05 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 Lisa Kollman, who served as Examiner for the Public Safety Telecommunicator exam.

### **1. Meeting Minutes - APPROVED**

The minutes from the regular meeting held on May 17, 2011 were submitted for review. Mr. Dunn told the Commissioners that he had reviewed the minutes and that they were in order. On a motion made by Commissioner Rodgers and seconded by Commissioner McBride the minutes from the regular meeting held on May 17, 2011 were unanimously approved by the Commission.

### **2. Vacancies - APPROVED**

Mr. Dunn explained the current vacancies and noted that the position request form for the part-time seasonal position of Stable Attendant for the Mounted Police Unit had just been received in the Civil Service office prior to the meeting so it had not been included on the Agenda with the other vacancies. There was a discussion about the title "Janitress" and Mr. Dunn explained that the job description was from the middle 1950's and that the City employed many male janitors. The City had bargained with the NAGE union for the "Service Assistant" position, which was equivalent to the Custodian position without an examination. AFSCME 1522 started to complain because the Service Assistant position took all the Custodian positions. When the title for Janitor was redlined, the Janitress title was kept.

Commissioner Guedes asked Mr. Dunn about the number of Public Safety Telecommunicator vacancies. He explained that people left that position for reasons from retirement to termination to resignation. Ms. Doree Price added that sometimes an employee will leave due to scheduling, *i.e.* having to work on the night shift, or a shift that interferes with the family. Mr. Dunn added that he denied Ms. Ramirez' request to rescind her resignation because Ms. Price stated that she had resigned not in good standing. He informed the Commissioners that she requested an appeal before the Commission. He also added that now with the new Center open and that Fire and Police are now combined and things have settled down, some changes from the previous operation; that some employees are not happy with the change or they are not comfortable with the new radio system or new CAD. Ms. Price added that 2 of the recently retired employees were planning on retiring a year ago, but gave the new Center a chance. On a motion made by Commissioner Correa and seconded by Commissioner Rodgers, the following vacancies were unanimously approved by the Commission:

Parks and Recreation	Checkpoint Attendants (20)	seasonal
Parks and Recreation	Senior CP Attendants (9)	seasonal
Parks and Recreation	CP Supervisors (7)	seasonal
Parks and Recreation	Lifeguards (36)	seasonal
Parks and Recreation	Lifeguard Captains (6)	seasonal
Parks and Recreation	Lifeguard Supervisors (2)	seasonal
Parks and Rec (Grants)	Site Coordinators Seaside (18)	seasonal
Parks and Rec (Grants)	Camp Counselor Seaside (21)	seasonal
Parks and Rec (Grants)	Camp Leader (21)	seasonal
Parks and Rec (Grants)	Tennis Camp Counselor (2)	seasonal
Parks and Rec (Grants)	Recreation Aides (6)	seasonal
Parks and Rec (Grants)	Tennis Instructor	seasonal
Parks and Rec (Grants)	Sports Coordinator	seasonal
Public Facilities	Maintenance Helpers (4)	seasonal
Public Facilities	Janitress	Robert Valeri
Public Safety	PS Telecommunicator	replace P. Vargas (resigned)
Public Safety	PS Telecommunicator	replace D. Pica-Reyes (resigned)
Public Safety	PS Telecommunicator	replace S. Davis Alston (term.)
Public Safety	PS Telecommunicator	replace D. Vitale (retiree)
Public Safety	PS Telecommunicator	replace W. Mae Brown (retiree)
Public Safety	PS Telecommunicator	replace Ruben Ricci (resigned)
Public Safety	PS Telecommunicator	replace Dawn Ramirez (resigned)
Police	Stable Attendant	seasonal/part-time

### 3. Merit Increases – APPROVED

Mr. Dunn explained that the department is still catching up on some merit increases. Department Heads complete the documentation before employees are eligible for the merit increases. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers, the merit increases below were unanimously approved:

Last Name	First Name	Dept.	Cur. Sal.	Cur. Step	New Sal.	New Step	Due Date
Bonney	Richard	Airport	\$ 27,454	1	\$ 29,620	2	2/1/2011
Cleveland	Adam	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Davis	Glenford	BOE	\$ 32,227	1	\$ 33,125	Top	7/1/2011
Ferraro	Leonard	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Francoeur	Matthew	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Goldson	Laurie	BOE	\$ 32,227	1	\$ 33,125	Top	7/1/2011
Gulyas	Robert	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Kitchings	Michael	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Lee	Daniel	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Papastavros	Nicholas	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Perez	Richard	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Ramos	Orlando	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011
Silva	Jason	BOE	\$ 32,227	1	\$ 33,125	Top	1/1/2011

Armour	Thomas	BOE	\$ 45,616	2	\$ 46,348	3	1/1/2010
Armour	Thomas	BOE	\$ 46,348	3	\$ 48,956	4	1/1/2011
Georges	Philip	BOE	\$ 45,616	2	\$ 47,275	3	1/1/2011
Porzelt	Alan	BOE	\$ 48,956	4	\$ 49,201	Top	7/1/2010
Salas	Victor	BOE	\$ 43,926	1	\$ 45,616	2	7/1/2010
Salas	Victor	BOE	\$ 45,616	2	\$ 47,275	3	7/1/2011
Alicea	Yesenia	BOE	\$ 25,579	1	\$ 26,925	2	10/1/2009
Augustave	Samantha	BOE	\$ 25,579	1	\$ 26,925	2	2/1/2011
Dingui	Maribel	BOE	\$ 25,579	1	\$ 26,925	2	4/1/2010
Dingui	Maribel	BOE	\$ 26,925	2	\$ 28,268	3	7/1/2011
Farmassony	James	BOE	\$ 25,579	1	\$ 26,925	2	3/1/2010
Farmassony	James	BOE	\$ 26,925	2	\$ 28,268	3	7/1/2011
Gadea	Lizary	BOE	\$ 25,579	1	\$ 26,925	2	1/1/2010
Gadea	Lizary	BOE	\$ 26,925	2	\$ 28,268	3	7/1/2011
Moore	Adrienne	BOE	\$ 25,579	1	\$ 26,925	2	5/1/2011
Robinson	Doris	BOE	\$ 25,579	1	\$ 26,925	2	1/1/2011
Robinson	Doris	BOE	\$ 26,925	2	\$ 28,268	3	7/1/2011
Yakushewich	Michelle	BOE	\$ 25,579	1	\$ 26,925	2	5/1/2010
Yakushewich	Michelle	BOE	\$ 26,925	2	\$ 28,268	3	7/1/2011
Wahn	Vincent	BOE	\$ 51,366	1	\$ 52,011	2	7/1/2010
Wahn	Vincent	BOE	\$ 53,051	2	\$ 55,855	3	7/1/2011
Grabowski	Anthony	Building	\$ 76,515	3	\$ 80,186	4	7/1/2011
Adler	Steven	Building	\$ 76,515	3	\$ 80,186	4	7/1/2011
Iodice	Lisa	CAO	\$ 69,101	4	\$ 72,301	5	7/1/2011
Kripps	Danielle	City Attorney	\$ 40,531	1	\$ 42,031	2	7/1/2011
Litz	Margo	City Attorney	\$ 40,531	1	\$ 42,031	2	7/1/2011
Wilson	Frances	City Clerk	\$ 64,992	1	\$ 68,158	2	7/1/2011
Brickett	Kathleen	Comptroller	\$ 68,068	3	\$ 71,365	4	7/1/2011
Campbell	Virginia	Finance	\$ 69,101	4	\$ 72,301	5	7/1/2011
Krajewski	Thomas	Fire	\$ 26,925	2	\$ 28,975	3	1/1/2011
Papa	Tammy	Health	\$ 92,608	4	\$ 96,681	5	7/1/2011
Doxsey-McGrew	Donna	Health	\$ 84,522	4	\$ 87,922	Top	7/1/2011
Conte	Bertha	Health	\$ 56,131	3	\$ 58,514	4	7/1/2011
Eielson	Jennifer	Health	\$ 64,765	5	\$ 65,091	Top	7/1/2011
Tipps	Sean	Health	\$ 55,157	3	\$ 64,441	4	7/1/2011
Heller	Adam	ITS	\$ 117,927	4	\$ 123,082	Top	7/1/2011
Hoffman	Marie	Labor Rel.	\$ 69,101	4	\$ 72,301	5	7/1/2011
Lage	Maria	OPM	\$ 69,101	4	\$ 72,301	5	7/1/2011
Kinsella	Kimberlee	OPM	\$ 81,199	4	\$ 85,291	5	7/1/2011
Royer	Beth	OPM	\$ 81,199	4	\$ 85,291	5	7/1/2011

Kadi	Issam	Parks	\$ 54,942	4	\$ 57,600	Top	7/1/2011
Zolyomi	Rosemary	Parks	\$ 65,616	4	\$ 66,928	5	7/1/2011
Ruiz	Jesus	Police	\$ 28,268	3	\$ 29,616	4	1/1/2011
Demetri	Monica	Police	\$ 37,582	4	\$ 38,891	5	7/1/2011
Davila	Angel	Pub. Fac.	\$ 33,286	2	\$ 35,825	3	7/1/2011
Williams	Amos	Pub. Fac.	\$ 26,925	2	\$ 28,268	3	1/1/2011
Adams	Samuel	Pub. Fac.	\$ 25,579	1	\$ 27,599	2	4/1/2011
Albuquerque, Jr.	Paul	Pub. Fac.	\$ 26,925	2	\$ 28,975	3	7/1/2011
Bonaventura	Mark	Pub. Fac.	\$ 26,925	2	\$ 28,975	3	1/1/2011
Kekacs	Matthew	Pub. Fac.	\$ 28,268	3	\$ 30,356	4	7/1/2011
Lauro	Michael	Pub. Fac.	\$ 25,579	1	\$ 27,599	2	7/1/2011
Alamo	Nicky	Pub. Fac.	\$ 31,016	2	\$ 33,378	3	7/1/2011
Bedoya	Marco	Pub. Fac.	\$ 34,117	4	\$ 36,558	5	7/1/2011
Fernandes	Emilio	Pub. Fac.	\$ 35,667	5	\$ 38,147	Top	7/1/2011
Geibel	Charles	Pub. Fac.	\$ 29,465	1	\$ 31,791	2	2/1/2011
Lage	Philip	Pub. Fac.	\$ 31,016	2	\$ 33,378	3	7/1/2011
Lukac	Steven	Pub. Fac.	\$ 34,117	4	\$ 36,558	5	7/1/2011
Rivera	Isidro	Pub. Fac.	\$ 35,667	5	\$ 38,147	Top	7/1/2011
Barreira	Joaquim	Pub. Fac.	\$ 36,613	4	\$ 39,235	5	7/1/2011
Videira	Armindo	Pub. Fac.	\$ 55,409	4	\$ 52,452	Top	7/1/2011
Baldino	Virginia	Pub. Fac.	\$ 70,483	4	\$ 73,747	5	7/1/2011

#### 4. Examiner's Report – Telecommunicator

Ms. Lisa Kollman served as Examiner on this test and explained the report to the Commission.

#### 5. Fire Grievance – TABLED TO JULY 12, 2011

Mr. Whitbread, President, IAFF, Local 834, sent a letter to Mr. Dunn asking for Grievance 2011-11 FF Reed Sick Leave to be tabled because he was going to be out of town. There is also the matter regarding failure to promote FF Joe Pellaggi to the position of Lieutenant. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the Commission unanimously tabled the fire grievances to the July 12 Civil Service meeting.

#### 6. Fire Assistant Chief Exam – TABLED TO JULY 12, 2011

Mr. Dunn explained that Mr. Chuck Hale from Resource Management Associates had not yet sent back his review of Mr. Michael Caldaroni's appeal. On a motion made by Commissioner McBride and seconded by Commissioner Rodgers, the Commission unanimously tabled the matter of the Fire Assistant Chief Exam to the July 12 Civil Service meeting.

**7. Job Description Change – Maintainer I Grade I - APPROVED**

Mr. Dunn explained that the Public Facilities Department has requested a revision in the job description for Maintainer I Grade I to change “possession of a valid Commercial Driver’s License, with air brakes component for the State of Connecticut, required” to “possession of a valid Commercial Driver’s License, with air brakes component for the State of Connecticut, preferred.” Mr. Dunn met with Robert Kennedy from the department and spoke with Charles Carroll. Not requiring the CDL for this entry level position will open the position up to more candidates. On a motion made by Commissioner Correa and seconded by Commissioner McBride, the change in the job description for Maintainer I Grade I was unanimously approved by the Commission.

**8. Judith Morisset – Request – TABLED TO SEPTEMBER 13, 2011**

Mr. Dunn explained that the Commission has received a request for a 6 month waiver from Ms. Morisset regarding the removal of her application from Police Officer #2302. He further explained that there was a process error in the scoring of her pre-employment psychological evaluation, and therefore she was allowed to finish her exam. The score did not change. She should be in the group of the candidates who got six-month waivers. Waivers were offered to 5 candidates and 4 accepted. Mr. Escobar turned down the offer of the waiver. Mr. Dunn stated that because Ms. Morisset was one of the original group she should be extended the same courtesy.

A discussion continued and Commissioner Guedes stated for the record that she was opposed to grant waivers based on the psychological evaluations. She did not think it was a wise or prudent move. Attorney Mitola advised that the Commission should grant Ms. Morisset the 6-month waiver because she should not be treated differently than the others the Commission granted waivers to. Mr. Dunn explained that the waivers were granted to candidates who were top performers on the written and oral examination. Commissioner Correa said she concurred with Commissioner Guedes. She was concerned about the transparency of the process.

Attorney Mitola advised the Commissioners that the wiser legal thing to do was to grant Ms. Morisset the 6 month waiver. Mr. Dunn explained that the 6 month waiver was his idea and he had asked the Commission in the beginning to consider this option. It was agreed that the minutes from the meeting when the waivers were granted would be available for the Commissioners for the September 13, 2011 Commission Meeting, as well as the pre-employment psychological evaluations. The Commission will meet in Executive Session. Attorney Mitola added that he wants to protect the Commission on this matter. Mr. Dunn added that he was very confident that Ms. Morisset would have been granted the 6-month waiver with the other 3 candidates but at that time her matter had been tabled. Commissioner Guedes added that an exception can be found because she took another test and failed it. On a motion made by Commissioner Correa and seconded by

Commissioner McBride, the Commission unanimously voted to table the matter to September 13, 2011, which is also Mr. Dunn's birthday.

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

### Firefighter Exam

Mr. Dunn explained that an anonymous donor gave the City \$30,000 to provide \$150 scholarships to City of Bridgeport residents who need assistance paying the cost of the CPAT certification fee. This certification is required to take the written Firefighter examination which is tentatively set for November 19<sup>th</sup> at Central High School. The CPAT registration deadline is July 29, 2011 for the fall session. Mr. Dunn shared with the Commissioners a handout suggesting that candidates with an individual annual income level below \$19,000 and with proven community volunteering would be eligible to apply for the scholarship. A voucher would be given to the candidate and then CPAT would invoice the Civil Service Commission and would receive payment through the City, as the donor wants the City to award the scholarships.

Commissioner Correa asked if this would be advertised on Radio Cumbre and Mr. Dunn replied that it would, in addition to the Connecticut Post and billboards that the Fire Department was arranging.

Mr. Dunn reminded the Commissioners that Firebirds Donald Day and Ronald Mackey had been disrespectful to City officials and were thrown out of the Mayor's office. Representative Clemons was at the 1<sup>st</sup> meeting with the Firebirds and City officials. Former Captain Donald Day was bombastic. The current President of the Firebirds, Joel Christy, brings along these retired firefighters. The Firebirds have accused the Fire Department and Chief Rooney of being racists and feel that the CPAT discriminates against minorities and women.

### Fire and Police Assistant Chief Exam

Mr. Chuck Hale from Resource Management Associates gave the Fire Assistant Chief test. He is in the process of validating the test for the upcoming Deputy Police Chief vacancy, which was created when Chief Joseph Gaudett was made Police Chief. There may be 2 vacancies and all 12 Captains can take the exam.

### Accounting Clerk 1 Exam

Mr. Dunn explained that this exam is for an entry level bookkeeper position. There are 2 vacancies. The test will be web-based. Application period ends June 30, 2011.

### Public Safety Telecommunicator Exam

Applications will be accepted through July 15, 2011 for the written exam. Mr. Dunn explained that Ms. Price and the trainer at the Emergency Operations Center are looking at a new test that is a 911 dispatcher-type test. This was suggested by Civil Service department because the Criticall test has been given twice already and some applicants could be getting familiar with the test. Initially a typing accuracy and speed test will be given. The pass score is 20 words per minute.

### Tax Collector Reorganization

Mr. Dunn explained that he has met with Ann Kelly-Lenz, the Tax Collector, and has reviewed her requests for reorganization and reallocation within the Tax Collector department. He will provide the Commissioners with more detail at a future Civil Service Commission monthly meeting.

### Personnel Assistant I

Mr. Dunn explained that there is a vacancy for this position in the Civil Service office but that the Mayor would not approve a hire at this time. The Mayor has suggested a part-time temporary position for the time being. Mr. Dunn is studying this because he feels that many departments would benefit from this kind of extra temporary help. There would not be benefits or pension given to a part-time temporary employee. Commissioner Correa suggested that Mr. Dunn speak with Joe Carbone at The WorkPlace, Inc. He runs some programs such as "Ninety Niners" and "Employment to Success", that are funded through the federal government. His phone number is 203-610-8502. Commissioner Correa suggested that the City could develop a possible partnership with The WorkPlace, Inc.

Mr. Dunn also informed the Commissioners that he would be taking vacation from August 7 through August 20 and suggested that the regular Civil Service Commission meeting scheduled for August 9th be cancelled because he will be on vacation.

On a motion made by Commissioner McBride and seconded by Commissioner Correa the June 14<sup>th</sup> Civil Service Commission meeting adjourned at 3:21 p.m.