

CIVIL SERVICE COMMISSION REGULAR MEETING

City Hall, Wheeler Rooms A and B

April 12, 2022 at 4:30 p.m.

MINUTES

Commissioner Falberg called the regular meeting of the Civil Service Commission to order at 4:38 p.m. Present were Commissioners Rodgers, Hall, Ford and Grech; Personnel Director Eric Amado; Clerk to the Commission Deborah Brelsford; Atty. John Mitola, Janine Hawkins, CAO; Craig Nadrizny, Acting Director Public Facilities, Jose Tiago, Deputy Director Public Facilities, Richard Korab; Ron Lupica; Lieutenant Angelo Collazo; David Teixeira; Nicasius Felix

1. Election of Officers – Tabled from 12/14/21, 1/11/22, 2/8/22 and 3/8/22

Mr. Amado informed the Commission that the first order of business was the organizational meeting and the election of officers. He explained that this process would be chaired by Ms. Hawkins, the CAO, on behalf of Mayor Ganim.

Ms. Hawkins assumed the chairmanship and opened the floor for nominations for the Civil Service Commission chairmanship.

**** COMMISSIONER GRECH NOMINATED COMMISSIONER FALBERG AS THE CIVIL SERVICE COMMISSION CHAIR.**

**** COMMISSIONER HALL SECONDED.**

There were no other nominations from the floor.

**** THE MOTION TO ELECT COMMISSIONER FALBERG AS THE CIVIL SERVICE COMMISSION CHAIR PASSED UNANIMOUSLY.**

Ms. Hawkins opened the floor for nominations for the Civil Service Commission Vice chairmanship.

**** COMMISSIONER FALBERG NOMINATED COMMISSIONER HALL AS THE CIVIL SERVICE COMMISSION VICE CHAIR.**

**** COMMISSIONER GRECH SECONDED.**

There were no other nominations from the floor.

**** THE MOTION TO ELECT COMMISSIONER HALL AS THE CIVIL SERVICE COMMISSION VICE CHAIR PASSED UNANIMOUSLY.**

Ms. Hawkins turned the chairmanship over to Commissioner Falberg.

2. Meeting Minutes

The Minutes from regular monthly meeting on March 8, 2022 are submitted for review.

**** COMMISSIONER RODGERS MOVED TO APPROVE THE MINUTES OF THE MARCH 8, 2022 REGULAR MONTHLY MEETING AS SUBMITTED.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF THE MARCH 8, 2022 REGULAR MONTHLY MEETING AS SUBMITTED PASSED UNANIMOUSLY.**

3. Merit Increases – Certify for Payroll

MERIT INCREASES FOR APRIL 12, 2022 C.S.C. MEETING

<u>POLICE</u>	<u>JOB TITLE</u>	<u>EFFECTIVE APRIL 13, 2022</u>
SCOTT PESLAK	POLICE DETECTIVE	\$80,999.00 (1) TO \$84,936.00 (2)

**** COMMISSIONER RODGERS MOVED TO APPROVE THE MERIT INCREASES AS PRESENTED.**

**** COMMISSIONER HALL SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. Permanent Appointments – Certify for Payroll

PERMANENT APPOINTMENTS

<u>Dept.</u>	<u>Employee</u>	<u>Position</u>	<u>Effective</u>
Print Shop	Ronald Prizio	Pressman	3/7/2022

**** COMMISSIONER HALL MOVED TO CERTIFY THE PERMANENT APPOINTMENTS FOR PAYROLL.**

**** COMMISSIONER RODGERS SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. Vacancy Report

VACANCIES – Report 04/12/2022

Competitive Positions **Former** **Replacement**

None

Non-competitive Positions **Former** **Replacement**

ITS

Geographic Information Systems (GIS) Technician
Jacob King **Vacant**

LIBRARY

Librarian I **Danielle Bean** **Vacant**

Junior Librarian **Cynthia Hilliard** **Vacant**

Library Assistant III	Ana Ortiz Hopkins	Vacant
Library Assistant II	Nicholas Roman	Vacant
Library Assistant II	Ana Tollinchi	Vacant
Library Assistant I	Cecilia Fernandez	Vacant
Library Page PT	Camille Kociper	Vacant

OFFICE OF THE MAYOR

Communication Director	Rowena White	Tiadora Josef
Press Secretary	Vivian Santos	Vacant
Mayor’s Community Liaison / Press Secretary	New	Josue Jorge

PUBLIC FACILITIES

Director of Public Facilities	John Ricci	Vacant
Administrative Assistant	Irvin Schemansky	Avery Ford
Maintainer II	Carlos Curral	Jose Santiago
Beach Supervisors (3) Seasonal		
Clerical Support System Clerk Seasonal		
Checkpoint Supervisor (6) Seasonal		
Checkpoint Attendant (40) Seasonal		
Camp Site Coordinator (8) Seasonal		
Camp Counselors (35) Seasonal		
Lifeguard Captains (4) Seasonal		
Lifeguard Supervisors (4) Seasonal		
Lifeguards (30) Seasonal		
Water Taxi Captains (5) Seasonal		
Water Taxi Crew Members (6) Seasonal		

CHIEF ADMINISTRATIVE OFFICE

Mayor’s Conservation Corps Field Specialist (10) Seasonal
Mayor’s Conservation Corps Program Aide (2) Seasonal

**** COMMISSIONER GRECH MOVED TO APPROVE THE VACANCY REPORT AS PRESENTED.**

**** COMMISSIONER HALL SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. Tripartite Vote – Tabled from March 8, 2022

The Commission has received a request from Mr. Craig Nadrizny, Acting Director Public Facilities, and Mr. Jose Tiago, Deputy Director Public Facilities, to terminate the probationary employment of Mr. Richard Korab as a Maintenance Leadman in the Public Facilities Department with the City of Bridgeport.

Mr. Amado presented the item to the Commissioners and noted that both Mr. Korab and Mr. Ron Lupica, his union representative, were present.

**** COMMISSIONER HALL MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Amado, Atty. Mitola, Ms. Brelsford, Mr. Nadrizny, Mr. Tiago, Mr. Korab and Mr. Ron Lupica, the AFSCME Union 1303 representative, entered Executive Session at 4:48 p.m. They returned to Public Session at 5:15 p.m. No actions were taken or motions made while in Executive Session.

**** A TRIPARTITE VOTE ON THE REQUEST FROM MR. CRAIG NADRIZNY, ACTING DIRECTOR PUBLIC FACILITIES, AND MR. JOSE TIAGO, DEPUTY DIRECTOR PUBLIC FACILITIES, TO TERMINATE THE PROBATIONARY EMPLOYMENT OF MR. RICHARD KORAB AS A MAINTENANCE LEADMAN IN THE PUBLIC FACILITIES DEPARTMENT WITH THE CITY OF BRIDGEPORT WAS TAKEN AS FOLLOWS:**

ACTING DIRECTOR PUBLIC FACILITIES NADRIZNY VOTED TO TERMINATE.

PERSONNEL DIRECTOR AMADO VOTED TO TERMINATE.

THE COMMISSIONERS VOTED AS FOLLOWS:

COMMISSIONER GRECH VOTED TO TERMINATE.

COMMISSIONER FORD VOTED TO TERMINATE.

COMMISSIONER HALL VOTED TO TERMINATE.

COMMISSIONER RODGERS VOTED TO TERMINATE.

**** BASED ON THE TRIPARTITE VOTE, THE REQUEST FROM MR. CRAIG NADRIZNY, ACTING DIRECTOR PUBLIC FACILITIES, AND MR. JOSE TIAGO, DEPUTY DIRECTOR PUBLIC FACILITIES, TO TERMINATE THE PROBATIONARY EMPLOYMENT OF MR. RICHARD KORAB AS A MAINTENANCE LEADMAN IN THE PUBLIC FACILITIES DEPARTMENT WITH THE CITY OF BRIDGEPORT WAS UNANIMOUSLY APPROVED.**

7. Request for Extension of Probationary Period

The Commission has received a request from Lieutenant Angelo Collazo regarding extending the probationary period for David Teixeira so he can complete his field training.

Mr. Amado presented the item to the Commissioners. He noted that both the management and the employee were in agreement about the extension.

Lt. Collazo came forward and explained that there was a delay due to an injury and Mr. Teixeira was doing fine. Mr. Teixeira should complete his training by May 25th.

**** COMMISSIONER RODGERS MOVED TO APPROVE THE EXTENSION OF THE PROBATIONARY PERIOD FOR DAVID TEIXEIRA TO MAY 25, 2022.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

8. Updated Job Description

Attorney Tamara Titre, Senior Labor Relations Officer, has requested the Commission approve the updated job description for Executive Assistant in the Office of Planning and Economic Development (OPED).

Mr. Amado requested that this item be tabled so the Office of Planning and Economic Development, the Administration and the Budget Office can resolve funding issues regarding this job description update.

**** COMMISSIONER RODGERS MOVED TO TABLE THE REQUEST FROM ATTORNEY TAMARA TITRE, SENIOR LABOR RELATIONS OFFICER, REGARDING THE UPDATED JOB DESCRIPTION FOR EXECUTIVE ASSISTANT IN THE OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT (OPED) TO THE REGULAR MAY 10TH COMMISSION MEETING.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

9. Custodian 1 Position

The Commission is requested to approve the position of Custodian 1 as a non-competitive classification.

Mr. Amado presented the item to the Commissioners and indicated where the documentation was in their packets. He noted that Custodian 1 was an entry level position and it was more practical to allow for a non-competitive classification. Discussion followed about the details.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE REQUEST TO APPROVE THE POSITION OF CUSTODIAN 1 AS A NON-COMPETITIVE CLASSIFICATION.**

COMMISSIONER GRECH MOVED TO GRANT THE REQUEST.

COMMISSIONER FORD MOVED TO GRANT THE REQUEST.

COMMISSIONER HALL MOVED TO GRANT THE REQUEST.

COMMISSIONER RODGERS MOVED TO GRANT THE REQUEST.

THE REQUEST TO APPROVE THE POSITION OF CUSTODIAN 1 AS A NON-COMPETITIVE CLASSIFICATION WAS UNANIMOUSLY APPROVED.

10. Appeal – Mr. Jacob Russo

The Commission has received a request for an appeal from Mr. Jacob Russo regarding his disqualification from the selection process for the entry level Police Officer examination #2365 due to habits and conduct.

Mr. Amado requested that this item be tabled to the June meeting due to the fact that Mr. Russo was currently out of the country. Discussion followed about the details.

**** COMMISSIONER GRECH MOVED TO TABLE THE REQUEST FOR AN APPEAL FROM MR. JACOB RUSSO REGARDING HIS DISQUALIFICATION FROM THE SELECTION PROCESS FOR THE ENTRY LEVEL POLICE OFFICER EXAMINATION #2365 DUE TO HABITS AND CONDUCT TO THE JUNE 14, 2022 MEETING.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

11. Appeal – Mr. Nicasius Felix

The Commission has received a request for an appeal from Mr. Nicasius Felix regarding his disqualification from the selection process for entry level Police Officer examination #2365 for not being recommended for hire.

Mr. Amado presented the item to the Commissioners. Atty. Mitola asked if Mr. Felix wished to have this appeal heard in Executive Session. Mr. Felix said that holding the appeal in the Public Session was fine. Mr. Amado reviewed the details of the issue. Mr. Felix proceeded to address the Commission and distributed a written statement, which he read to them. Discussion followed.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE REQUEST FOR AN APPEAL FROM MR. NICASIUS FELIX REGARDING HIS DISQUALIFICATION FROM THE SELECTION PROCESS FOR ENTRY LEVEL POLICE OFFICER EXAMINATION #2365 FOR NOT BEING RECOMMENDED FOR HIRE.**

**COMMISSIONER GRECH MOVED TO GRANT THE APPEAL.
COMMISSIONER FORD MOVED TO GRANT THE APPEAL.
COMMISSIONER HALL MOVED TO GRANT THE APPEAL.
COMMISSIONER RODGERS MOVED TO GRANT THE APPEAL.**

THE REQUEST TO APPROVE THE APPEAL FROM MR. NICASIUS FELIX REGARDING HIS DISQUALIFICATION FROM THE SELECTION PROCESS FOR ENTRY LEVEL POLICE OFFICER EXAMINATION #2365 FOR NOT BEING RECOMMENDED FOR HIRE WAS UNANIMOUSLY APPROVED.

**** COMMISSIONER GRECH MOVED TO AMEND THE AGENDA TO REVIEW AND/OR APPROVE THE USE OF AN APPLICATION FOR PUBLIC SAFETY TELECOMMUNICATOR.**

**** COMMISSIONER HALL SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Amado presented the updated application form to the Commissioners. He said that most of the changes were in the formatting for electronic submission. If approved, it will be posted online similar to the Police and Fire.

**** COMMISSIONER GRECH MOVED TO APPROVE THE USE OF AN UPDATED APPLICATION FOR PUBLIC SAFETY TELECOMMUNICATOR AS PRESENTED.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Commissioner Grech asked how many City employees were Bridgeport residents. Mr. Amado said that he would send those numbers to the Commissioners soon. Discussion followed.

12. Legal Report

Atty. Mitola said he did not have a report at this time.

13. Personnel Director Report

- Exam Update

- Police Chief – Mr. Amado distributed a document to the Commissioners regarding a signature on a documentation. The Mayor signed a contract with the International Association of Police who will be the contractors for the Police Chief Examination. He reviewed the details with the Commissioners.

- A Police Captain Exam has been requested by Acting Police Chief Garcia. Mr. Amado reviewed the details regarding this exam and the actual knowledge, abilities and needs for the Captain Level Classification.

- Police Officer – The last remaining names on the soon to be expired list are being processed. Another exam will be given in 2022.

- Fire Exams – With the recent resignation of a Fire Assistant Chief, the Acting Fire Chief has requested an exam. Job analysis is underway.

- The Public Safety Telecommunicator – the updated application format was just approved by the Civil Service Commission.

- Tax Assessor – The City has not given an examination for Tax Assessor for many years. Mr. Amado said they would be collaborating with CPSHR for the job analysis. An examination will be prepared after this is completed.

Next regular monthly CSC meeting is scheduled for Tuesday, May 10, 2022.

ADJOURNMENT

**** COMMISSIONER GRECH MOVED TO ADJOURN.
** COMMISSIONER FORD SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:10 p.m.

Respectfully submitted,

Telesco Secretarial Services