

**CITY OF BRIDGEPORT
CIVIL SERVICE COMMISSION REGULAR MEETING
CITY HALL, WHEELER ROOMS A AND B
SEPTEMBER 13, 2022 AT 4:30 P.M.**

MINUTES

Commissioner Falberg called the regular meeting of the Civil Service Commission to order at 4:36 p.m. Present were Commissioners Grech and Ford; Personnel Director Eric Amado; Clerk to the Commission Deborah Brelsford; Atty. John Mitola, Acting Fire Chief Lance Edwards, Thomas Gill, OPED Director; Milta Feliciano, Fire Lieutenant Joe Kirkland, Jr., Jamal A. Small, Nicholas Rosario, Mr. Boyle; Mrs. Hollis Boyle, Austin Boyle

1. Meeting Minutes

The Minutes from the special meeting on August 3, 2022 and the regular monthly meeting on August 8, 2022 are submitted for review.

**** COMMISSIONER GRECH MOVED THE MINUTES FROM THE SPECIAL MEETING ON AUGUST 3, 2022 AND THE REGULAR MONTHLY MEETING ON AUGUST 8, 2022.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES FROM THE SPECIAL MEETING ON AUGUST 3, 2022 AND THE REGULAR MONTHLY MEETING ON AUGUST 8, 2022 AS SUBMITTED PASSED UNANIMOUSLY.**

2. Merit Increases – Certify for Payroll

Mr. Amado presented his report.

MERIT INCREASES FOR SEPTEMBER 13, 2022 C.S.C MEETING

Police	Job Title	Effective September 21, 2022
Jason Amato	Police Lieutenant	\$96,611.00 (2) To \$99,399.00 (3) Top

**** COMMISSIONER FORD MOVED TO APPROVE THE MERIT INCREASES -- CERTIFY FOR PAYROLL AS PRESENTED.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. Permanent Appointments – Certify for Payroll

Atty. Mitola presented the report. It was noted that Mr. Amado's effective date should be 6/20/22.

PERMANENT APPOINTMENTS – SEPTEMBER 2022 MEETING				
ID#	LAST NAME	FIRST NAME	JOB TITLE	EFFECTIVE DATE
211108	Amado	Eric	Civil Service Personnel Director	6/2/22
218352	Haye	Chineka	Recreation Coordinator	8/12/22
215077	Rosado	Joel	Personnel Assistant I	8/14/22
210023	Squire	Victor	BOE - Janitress	8/28/22
217109	Vieira	Brando	BOE - Maintainer I (Grade I)	8/22/22
220815	Webb	Tracy	BOE - Janitress	8/22/22

6/20/22 DB correction

FIRE PERMANENCY SEPTEMBER 13, 2022 C.S.C. MEETING

FIRE	JOB TITLE	EFFECTIVE
TYSHAWN PORCHEA	FIRE FIGHTER	9/14/2022

- ** COMMISSIONER GRECH MOVED TO APPROVE THE PERMANENT APPOINTMENTS -- CERTIFY FOR PAYROLL AS PRESENTED.
- ** COMMISSIONER FORD SECONDED.
- ** THE MOTION PASSED UNANIMOUSLY.

3. Vacancy Report

Mr. Amado presented his report.

VACANCIES	Report -	9/13/22					
<u>Competitive Positions</u>			<u>Former</u>			<u>Replacement</u>	
EOC							
Telecommunications Operator			Sandra Petrusatis			Vacant	
Telecommunications Operator			Ivette Rodriguez			Vacant	
FIRE							
Lieutenant			TBD			Patrick Burlison	
Lieutenant			TBD			Joaquin Silvia	
Lieutenant			TBD			Carlos Reyes	
Lieutenant			TBD			Mohammad Khan	
Lieutenant			TBD			Michael Villarnovo	
Captain			Richard Skoog			Vacant	
Captain			Peter Oliva			Vacant	

<u>Non-Competitive Positions</u>			<u>Former</u>			<u>Replacement</u>	
CENTRAL GRANTS							
Project Manager			New			Isolina Dejesus	

HEALTH & SOCIAL SERVICES			
Clerical Assistant		Jennifer Sanjurjo	Tangela Will
Data Analyst		New	Vacant
Registered Sanitarian		Carla Desrouilleres	Vacant
POLICE			
Typist I		Shayla Delgado	Vacant
School Crossing Guards (7)		Seasonal	Vacant
PUBLIC FACILITIES			
Maintainer I Grade I		Evan Birch-Whittaker	Jose Figuero
Maintainer II		Robert Moore	Jason Martin
Maintainer III		Domingos Valdegas	Vacant
Maintainer IV		Tomas Estrella	Vacant
Special Projects Coordinator		Thomas Lattin	Vacant
Special Projects Coordinator		Patricia Rowe	Vacant
Project Manager		Thomas Coble	Vacant
TOWN CLERK			
Assistant Town Clerk II		Aidxa Marquez	Vacant
LIBRARY			
Library Page PT (5)		Various Resignations	Vacant
Library Assistant I PT (7)		Various Resignations	Vacant
Librarian I PT		New	Vacant
Library Assistant I (2)		New	Vacant
Library Assistant III		New	Vacant
Junior Librarian		New	Vacant
Librarian III		Ronald Fontaine	Vacant
Librarian II (2)		New	Vacant
Librarian I (2)		New	Vacant
BUILDING			
Deputy Building Official		Arben Kica	Vacant
ZONING			
Zoning Enforcement Officer		Neil Booney	Vacant

- ** COMMISSIONER FORD MOVED TO ACCEPT THE VACANCY REPORT.**
- ** COMMISSIONER GRECH SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

5. Extension of Probationary Period – Tabled from August 8, 2022

The Commission has received a request from Building Official, Arben Kica, to extend the probationary period for Andrew Cominelli, Plan Reviewer in the Building Department.

Mr. Amado stated that the employee had separated from the City, so this item simply needed to be removed from the agenda.

**** COMMISSIONER GRECH MOVED TO REMOVE THE REQUEST FROM BUILDING OFFICIAL, ARBEN KICA, TO EXTEND THE PROBATIONARY PERIOD FOR ANDREW COMINELLI, PLAN REVIEWER IN THE BUILDING DEPARTMENT FROM THE AGENDA.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. Human Resource Coordinator - New Job Description

The Commission has received a request from the Human Resources Manager to approve a new job classification and new job description for Human Resource Coordinator, job class code 317.

Mr. Amado said that the classification has been negotiated with the City. While the position has not been filled in decades, there is an employee who has been performing the tasks. However, the position should be filled. The position entails both Human Resources and Civil Service and is part of the LIUNA collective bargaining unit. If the Commission approves the position, the current employee will be moving into the position at an entry level salary. Mr. Amado reviewed the reasons why the position should be in this bargaining unit.

**** COMMISSIONER FORD MOVED TO APPROVE THE REQUEST FROM THE HUMAN RESOURCES MANAGER TO APPROVE A NEW JOB CLASSIFICATION AND NEW JOB DESCRIPTION FOR HUMAN RESOURCE COORDINATOR, JOB CLASS CODE 317.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

7. Waiver Requests

The Commission has received a request for a 6-month waiver from Sergeant Thomas Flaherty regarding Detective exam #2349.

The Commission has received a request for a 6-month waiver from Sergeant Alexander Wilde regarding Detective exam #2349.

**** COMMISSIONER GRECH MOVED TO APPROVE THE FOLLOWING 6-MONTH WAIVERS REGARDING DETECTIVE EXAM #2349 FOR:**

SERGEANT THOMAS FLAHERTY

SERGEANT ALEXANDER WILDE

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

8. Amend Agenda

Mr. Amado then requested that the Commission amend the agenda regarding reviewing updating four job descriptions. He noted that Mr. Thomas Gill, the OPED Director and Ms. Milta Feliciano were present to give an overview.

**** COMMISSIONER GRECH MOVED TO AMEND THE AGENDA TO ADD FOUR (4) UPDATED JOB DESCRIPTIONS FOR COMMISSION APPROVAL:**

- **ADMINISTRATIVE/IDIS FINANCE COORDINATOR**
- **PROGRAM MANAGER CDBG**
- **PROGRAM MANAGER ESG & HOPWA**
- **PROGRAM MANAGER HOME**

Mr. Gill said the job descriptions need to be updated pursuant to the grant. There is an allocation of funding every year based on census.

Mr. Gill further explained that the Administrative and Support Services Coordinator job had not been performed due to job abandonment since 2020. The termination was May 2021. During that time the Program Managers had to learn the function of the IDIS software and MUNIS. It was decided it was more efficient for the Program Managers to perform the function. The Union worked with Milta Feliciano and Mr. Gill to update job descriptions and compensate employees for extra duties. Mr. Amado reviewed the job descriptions for accuracy. These functions must be done if the City wants to receive these grants and regulatory mandates must be met. Mr. Amado explained this was to “catch up”.

**** THE MOTION TO APPROVE THE FOLLOWING FOUR UPDATED JOB DESCRIPTIONS:**

- **ADMINISTRATIVE/IDIS FINANCE COORDINATOR**
- **PROGRAM MANAGER CDBG**
- **PROGRAM MANAGER ESG & HOPWA**
- **PROGRAM MANAGER HOME**

PASSED UNANIMOUSLY.

9. Appeal – Jamel A. Small – Tabled from August 8, 2022

The Commission has received a request for an appeal from Jamal A. Small, regarding his disqualification from the selection process for entry level Firefighter #2380, due to not being recommended for hire based on the psychological evaluation.

Mr. Amado reminded the Commissioners that they had tabled this item because the psychological evaluation report had been worded differently from the others. He recommended that the Commissioners table the item to the next meeting because not all the Commissioners were present and the Fire Academy session will not start to the 2024 calendar year. Discussion followed.

Lt. Kirkland said that Mr. Small was looking for a second opinion.

**** COMMISSIONER GRECH MOVED TO TABLE THE ITEM.**

**** THE MOTION TO TABLE FAILED DUE TO THE LACK OF A SECOND.**

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON TABLING THE APPEAL FROM JAMAL A. SMALL, REGARDING HIS DISQUALIFICATION FROM THE SELECTION PROCESS FOR ENTRY LEVEL FIREFIGHTER #2380, DUE TO NOT BEING RECOMMENDED FOR HIRE BASED ON THE PSYCHOLOGICAL EVALUATION.**

COMMISSIONER GRECH MOVED TO TABLE THE ITEM.

COMMISSIONER FORD MOVED NOT TO TABLE THE ITEM.

COMMISSIONER FALBERG MOVED TO TABLE THE ITEM.

**** THE MOTION TO TABLE THE APPEAL FROM JAMAL A. SMALL, REGARDING HIS DISQUALIFICATION FROM THE SELECTION PROCESS FOR ENTRY LEVEL FIREFIGHTER #2380, DUE TO NOT BEING RECOMMENDED FOR HIRE BASED ON THE PSYCHOLOGICAL EVALUATION PASSED.**

10. Appeal - Nicholas Rosario

The Commission has received a request for an appeal from Nicholas Rosario, regarding his termination from the seasonal position of Camp Counselor with the City of Bridgeport Parks Department for failing a portion of his medical examination.

Mr. Nicholas Rosario came forward. He stated that the appeal hearing could be held in public session.

Mr. Rosario said that he had been at a party where marijuana was being smoked. He does not smoke marijuana. Atty. Mitola pointed out that the camp counselor position was finished. Ms. Brelsford explained that the form indicates that Seasonal Maintainer I. Mr. Amado said that there was no medical card associated with the employee, so the positive result disqualified him. The State of Connecticut does not allow employees to hold a CDL even with a medical card.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM NICHOLAS ROSARIO, REGARDING HIS TERMINATION FROM THE SEASONAL POSITION OF CAMP COUNSELOR WITH THE CITY OF BRIDGEPORT PARKS DEPARTMENT FOR FAILING A PORTION OF HIS MEDICAL EXAMINATION.**

COMMISSIONER GRECH MOVED TO DENY THE APPEAL.

COMMISSIONER FORD MOVED TO DENY THE APPEAL.

COMMISSIONER FALBERG MOVED TO DENY THE APPEAL.

THE APPEAL FROM NICHOLAS ROSARIO, REGARDING HIS TERMINATION FROM THE SEASONAL POSITION OF CAMP COUNSELOR WITH THE CITY OF

BRIDGEPORT PARKS DEPARTMENT FOR FAILING A PORTION OF HIS MEDICAL EXAMINATION WAS UNANIMOUSLY DENIED.

11. Appeal – Austin E. Boyle

The Commission has received a request for an appeal from Austin E. Boyle regarding his disqualification from the entry level firefighter exam #2380 regarding habits and conduct.

Mr. Boyle requested that the case be heard in Executive Session.

**** COMMISSIONER GRECH MOVED TO ENTER INTO EXECUTIVE SESSION TO HEAR THE APPEAL FROM AUSTIN E. BOYLE REGARDING HIS DISQUALIFICATION FROM THE ENTRY LEVEL FIREFIGHTER EXAM #2380 REGARDING HABITS AND CONDUCT.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commission, Mr. Boyle, Mrs. Hollis Boyle, Chief Lance Edwards and Mr. Austin Boyle entered into Executive Session at 5:21 p.m. They returned to public session at 5:35 p.m. No actions were taken or motions made during Executive Session.

**** COMMISSIONER FORD MOVED TO TABLE THE APPEAL FROM AUSTIN E. BOYLE REGARDING HIS DISQUALIFICATION FROM THE ENTRY LEVEL FIREFIGHTER EXAM #2380 REGARDING HABITS AND CONDUCT.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

12. Legal Report – There was no report at this time.

13. Personnel Director Report

- Exam Update

The TCO exam is on the horizon.

Police Officer exam. -- Two exams are going on concurrently. One will be on Saturday and a second one will be scheduled.

Fire Assistant Chief and Fire Captain are priorities.

Police Chief Exam - ICP process is to inform candidates of their raw scores in order to allow candidates to withdraw their names before publication. The final assessment list should be provided by Thursday, September 15th.

Police Captain – The 30 day review period is underway.

Next regular monthly CSC meeting is scheduled for Tuesday, October 11, 2022.

ADJOURNMENT

**** COMMISSIONER GRECH MOVED TO ADJOURN.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 5:42 p.m.

Respectfully submitted,

Telesco Secretarial Services