

May 24, 2022 Meeting Minutes

Meeting of the Albany Municipal Civil Service Commission held on Tuesday, May 24, 2022 at 4:30pm via video conference in accordance with legislation (S.50001/A.40001) extending virtual access to public meetings under New York State's Open Meetings Law.

ATTENDEES: Thomas McNaughton, Commissioner and Chair
Linda Jackson-Chalmers, Commissioner
Michael Cassidy, Commissioner
Philip Banaszek, City of Albany Assistant Corporation Counsel
Tolani Elumade, City of Albany Human Resources Director
Tatiana Diaz, City of Albany Human Resources Manager
Melissa Shea, Albany Housing Authority
Sevil Barber, Albany Parking Authority
Melanie Metzger, Albany Public Library
Andrea West, Albany School District

I. Call to order

Meeting was called to order at 4:34 PM

II. Approval of April 28, 2022 meeting minutes

The meeting minutes from the 4/28/2022 meeting were approved unanimously

III. Report of appointments to the Competitive, Non-Competitive, Exempt and Labor Class

- The Civil Service Office reported on the following **Permanent Appointments in the Competitive Class:**

Name	Title	Agency/Department	Date
Starquaya McNeal	Data Entry Operator	Police Department	4/25/2022
Florida Baker	Library Assistant	Albany Public Library	4/11/2022
Raouf Khalil	Library Assistant	Albany Public Library	4/18/2022
Bonnie Wielt	Library Clerk	Albany Public Library	4/18/2022
Samantha Morales	Telecommunications Specialist	Police Department	5/23/2022

- The Civil Service Office reported on the following **Permanent Promotions in the Competitive Class:**

Name	Title	Agency/Department	Date
Patrick Hines	Fire Battalion Chief	Fire Department	4/30/2022
Cody Morton	Fire Captain	Fire Department	4/30/2022
Eric Shou	Fire Lieutenant	Fire Department	4/30/2022
Ian Grovenger	Fire Lieutenant	Fire Department	4/30/2022
Kyle Kearney	Fire Lieutenant	Fire Department	4/30/2022
Matthew Pagano	Fire Lieutenant	Fire Department	4/30/2022
Michael Sleasman	Fire Lieutenant	Fire Department	4/30/2022

Adam Lajara	Police Sergeant	Police Department	4/30/2022
Nathaniel Meyers	Police Sergeant	Police Department	4/30/2022

- The Civil Service Office reported on the following **Provisional Appointments in the Competitive Class**:

Name	Title	Agency/Department	Date
Allison Crerand	Director of Fiscal Operations	Dept. of Administrative Services	5/23/2022
Paolo Gonzalez	Environmental Engineering Technician	General Services	5/12/2022
Shamichael Cowan	Human Resources Generalist II	Dept. of Administrative Services	4/4/2022
Tausief Ramay	Information Clerk I	General Services	5/9/2022
Kenneth Ford	Licensed Automotive Inspector	Water	5/31/2022
Avi Epsteing	Principal Planner	Dept. of Planning	5/23/2022
Justin Johnson	Sanitation Equipment Operator	General Services	5/12/2022
Michael Wimbush	Sanitation Equipment Operator	General Services	5/12/2022
Anthony Williams	Sanitation Equipment Operator	General Services	5/12/2022
Kevin Butler	Sanitation Equipment Operator	General Services	5/12/2022
Poulomi Sen	Senior Planning Project Manager	Dept. of Planning	5/30/2022

- The Civil Service Office reported on the following **Non-Competitive Class** appointments:

Name	Title	Agency/Department	Date
Trisha Marie Lossi	Account Clerk	Treasurer's Office	4/18/2022
Theotis Johnson	Community Aide	Police Department	5/9/2022
Hollister Machabee	Hostler	Police Department	4/25/2022
Lee Venette	Laborer II	Water	4/22/2022
Christopher Cornell	Police Commander	Police Department	2/26/2022
Nadeem Sadiq	Reservoir Patrol Guard	Water	4/27/2022
Annette Smalls	School Crossing Officer	Police Department	4/7/2022

- The Civil Service Office reported on the following **Exempt Class** appointments:

Name	Title	Agency/Department	Date
Erin Glennon	Deputy Director of Planning	Dept. of Planning	4/25/2022

- The Civil Service Office reported on the following **Labor Class** appointments:

Name	Title	Agency/Department	Date
Gary Jackson	Custodial Worker	Albany Public Library	4/11/2022
Kamara Osman	Custodian Worker	Albany Public Library	4/11/2022
Narsing Rao Taneeru	Maintenance Laborer	Albany Housing Authority	4/27/2022

- IV. Creation of New Job Specifications
 - Budget Director (Albany Parking Authority)

New job specifications was accepted unanimously by the Commission.

- V. Amendment of Job Specifications
 - Engineer

Amendment of job specification was accepted unanimously by the Commission.

- VI. Old Business

- VII. New Business

- Appointing Authority Civil Service Compliance

The Commission addressed non-compliance issues to the representatives present from the appointing authorities under the jurisdiction of the Albany Municipal Civil Service Commission. Issues addressed were report of personnel changes not being submitted for every personnel change or being submitted in an untimely fashion, late submission of Commission meeting items, improper provisional appointments being made. The Commission provided specific ways to correct issues and offered civil service training to be provided by the City of Albany Office of Human Resources/ Civil Service. Representative provided explanations and feedback.

- VIII. Adjournment

Commissioner McNaughton presented Commissioner Jackson-Chalmers with a proclamation on behalf of Mayor Kathy Sheehan on her last day as Commissioner for the Albany Municipal Civil Service Commission.

Meeting adjourned at 5:10 pm.

Next regular meeting: Wednesday, June 29, 2022