

AGENDA

MEETING OF THE MUNICIPAL CIVIL SERVICE COMMISSION OF THE CITY OF ALBANY HELD MAY 30, 2018, IN THE MAYOR'S CONFERENCE ROOM, CITY HALL, ALBANY, NY 12207

PRESENT: Erin Apostol, Commissioner, Chairperson
Linda Jackson-Chalmers, Commissioner
Thomas McNaughton, Commissioner
Peachie Jones, Law Department
Sandra Coleman, Senior Personnel Assistant
Ann Giard-Chase, Director of Human Resources (City of Albany)

- I. Commissioner Apostol declared the meeting in session.
- II. The Commission voted to delegate the functions of Secretary to the Commission to the Senior Personnel Assistant.
- III. The Civil Service Office presented the minutes of the meeting held on April 26, 2018.
- IV. The Civil Service Office reported on examinations were issued and posted:
 - An open competitive examination for Paralegal, #61-945 to be held Saturday, June 23, 2018. The last day for filing an application is Thursday, June 7, 2018.
- V. The Commission established the following lists:

LIST#	TITLE	EXAM DATE	ESTABLISHED DATE	EXPIRATION DATE
65-863	Police Officer	12/2/17	5/30/18	5/26/22
66-356	Records Manager	3/17/18	5/30/18	5/26/22

- VI. The Commission extended the following lists:

LIST#	TITLE	EXAM DATE	ESTABLISHED DATE	EXPIRATION DATE
76-805	Fire Battalion Chief	1/7/17	6/19/17	6/15/21

- VII. The Civil Service Office reported on the following **Permanent-Competitive Class** appointments:

NAME	TITLE	DEPARTMENT	DATE
Dion Dickerson	Custodian	ASD	4/9/18
Christina Stenson-Carey	Librarian II	APL	5/13/18

VIII. The Civil Service Office reported on the following **Provisional-Competitive Class** appointments:

NAME	TITLE	DEPARTMENT	DATE
Carlos Pellot-Rivera	Public Service Officer	APA	4/24/18
Tammy Angel	Administrative Assistant	Special Events/Cultural Affairs	5/7/18
Tammy Smith	Special Assistant (Grants)	ASD	5/21/18
Ayesha Geter	Office Manager	ASD	5/21/18
Robert Magee	Executive Deputy Corporation Counsel	Law	5/21/18
Elaina Davis	Office Manager	ASD	5/29/18

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

NAME	TITLE	DEPARTMENT	DATE
Zackary Kosa	Water Maintenance Repair Worker	Water & Water Supply	5/2/18
Haywanda Watson	Laborer II	DGS	5/7/18
John Sullivan	Refuse Equipment Operator	DGS	5/10/18
Shi-Rahn Maeweather	Sanitation Worker	DGS	5/14/18
Bradley Glass	Director of Planning	Planning	5/14/18
Kevin Barr	Laborer I	DGS	5/21/18
Albert Jordan	School Crossing Officer	APD	5/21/18
Osman Kamara	School Crossing Officer	APD	5/21/18
Brandon Giminiani	Laborer I	Water & Water Supply	5/23/18
Isaiah Everett	Laborer I	Water & Water Supply	5/24/18
James Spooner, Jr.	Labor Foreman	ASD	6/1/18

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

NAME	TITLE	DEPARTMENT	DATE
Marisa Franchini	Executive Deputy Corporation Counsel	Law	4/3/18
Emily Lyons	Confidential Secretary to the Commissioner	Water & Water Supply	5/14/18
Justin Atlas	Deputy Commissioner of Recreation	Recreation	5/21/18

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

NAME	TITLE	DEPARTMENT	DATE
Shirley Garavelli-Berben	Food Service Helper	ASD	4/13/18
Barbara Walter	Food Service Helper	ASD	4/27/18
Antwand White	Recreation Aide	Recreation	5/7/18
Trahmier Burrell	Recreation Aide	Recreation	5/7/18

- XII. Job Specification Revisions
- XIII. Discussion regarding Examination Fee Waivers.

Sandra Coleman
Senior Personnel Assistant

Next meeting: Wednesday, June 27, 2018