

CIVIL SERVICE COMMISSION  
MEETING MINUTES  
October 18, 2023  
10:00 A.M.  
Via Videoconference (ZOOM)

**Roll Call:**

The meeting was called to order by Chair Susan Ward; also present were Commissioner Rick Rogers, Chief Examiner Nelly Espinal, Director of Human Resources Ginny Werner, HR Generalist Christina Henry, Deputy Police Chief Michael Sturdevant, Assistant Director of Finance Budget and Grants John Kleinhans and HR Assistant Aleyda Martinez.

**Minutes: Meeting September 20<sup>th</sup>, 2023.**

*Motion made by Commissioner Rogers, seconded by Chair Ward to accept the meeting minutes dated September 20<sup>th</sup>, 2023. Motion carried unanimously.*

**Personnel Status:**

**New Hires:** Lawrence Liebman- Environmental Compliance Inspector

**Promotions:** Michael Weaver & David Josefson-Police Sgt, Amanda Gilbertie- Librarian II

**Retirements/Resignations:** Kyle Lindsay, Jason Culbreth- Firefighters, Walter Chapman, Lawrence Frinton - Police Sgt., Vincent Daniello- Police Lt., Scott Sasso, Shawn O'Brien, Michael Tine- Police Officers, Mary Larkin- Secretary, Ann Devine- Assistant Tax Collector, John Sapion-Mechanic, Yan Toma-Librarian II, Socorro Lux-Payroll Supervisor

**New Business:**

**Certification of the Staff Engineer Eligibility List**

*Motion made by Commissioner Rogers, seconded by Chair Ward, to certify the Staff Engineer Eligibility list with an expiration date of October 18<sup>th</sup>, 2024. Motion carried unanimously.*

**Certification of the Equipment Mechanic Eligibility List**

*Motion made by Commissioner Rogers, seconded by Chair Ward, to certify the Equipment Mechanic Eligibility list with an expiration date of October 18<sup>th</sup>, 2024. Motion carried unanimously.*

**Certification of the Police Lieutenant Eligibility List**

*Motion made by Commissioner Rogers, seconded by Chair Ward, to certify the Police Lieutenant Eligibility list with an expiration date of October 18<sup>th</sup>, 2024. Motion carried unanimously.*

**Candidate Removal- Certified Police Officer Eligibility List**

*Motion made by Commissioner Rogers, seconded by Chair Ward to remove candidates #618199- Abdullah Maher and Candidate #628974-Tuhin Khan, as they have requested to be removed from the eligibility list and Candidates #634750- Nicholas Marscheider and Candidate #608597- Arisleyda Tavera are being removed for lack of response to schedule an interview. Motion carried unanimously.*

**Qualification of Applications: Grant Compliance Coordinator**

*Motion made by Commissioner Rogers, seconded by Chair Ward to accept the following applicants: 812534, 27797573, 45657845, 46096491 and 5539395 and to reject all other applicants for lack of requirements. Motion carried unanimously.*

**Qualification of Applications: Plumbing HVAC Inspector**

*Motion made by Commissioner Rogers, seconded by Chair Ward to reject the one applicant, 55147202 for lack of requirements. Motion carried unanimously.*

**Qualification of Applications: Senior Project Leader**

*Motion made by Commissioner Rogers, seconded by Chair Ward to accept the following applicant: 52556891 and to reject all other applicants for lack of requirements. Motion carried unanimously.*

**Qualification of Applications: Assistant Building Inspector/Plan Reviewer**

*Motion made by Commissioner Rogers, seconded by Chair Ward to accept the following applicants: 55233675 and 55302109 and to reject all other applicants for lack of requirements. Motion carried unanimously.*

**Qualification of Applications: Account Clerk II-Tax Collector**

*Motion made by Commissioner Rogers, seconded by Chair Ward to accept the following applicant: 52966220 and to reject applicant 50257103 for lack of requirements. Motion carried unanimously.*

**Adjourn**

*Motion made by Commissioner Rogers, seconded by Chair Ward to adjourn.*