



PERSONNEL/CIVIL SERVICE
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

(203) 797-4598
FAX (203) 796-1611

CIVIL SERVICE COMMISSION
ACTIONS
APRIL 19, 2006
6:00 P.M.
CIVIL SERVICE OFFICE
3RD FLOOR, CITY HALL

Roll Call

Chairman Michael Finn called the meeting to order. In attendance were Commissioner Geraldine George, Assistant Corporation Counsel Robin Edwards, and Chief Examiner John Whitcomb.

Minutes of March 15, 2006 meeting

Commissioner George made a motion to accept the previous meeting's minutes. Chairman Finn seconded the motion. The motion passed unanimously.

NEW BUSINESS:

Fire Dispatcher Eligibility List

The Commission has done away with the oral part of the exam for this test. There are two people on the list, and they are:

1. Kenneth E. Stilson
2. James E. Beers

Commissioner George made a motion to forward these names to the Mayor and to certify the list. Chairman Finn seconded the motion. The motion passed unanimously.

Tree Climber Eligibility List

Patrick Hanrahan was the only candidate that passed this exam. Commissioner George made a motion to certify the list and forward this applicant's name to the Mayor. Chairman Finn seconded the motion. The motion passed unanimously.

Assistant Town Clerk Applications

There were five applicants for this position. Only four met the requirements to move forward to the written part of the exam. Their names are, Dianne Zielinski, Brenda Schlemmer, Tammy Sullivan and Lisa Todman. Commissioner George made a motion to accept the four qualified

applicants to move forward to the written part of the exam. Chairman Finn seconded the motion. The motion passed unanimously.

Language Center Librarian

This was an internal promotional position. The one applicant that applied for the position has an extensive background and experience. Commissioner George made a motion to forward this name to the Mayor and to certify the list with the one name, that being of Elissa Scudder. Chairman Finn seconded the motion. The motion passed unanimously.

Personnel Assistant Position

The commission has decided to assign the part time secretary to the exempt position of Personnel Assistant. The name will be forwarded to the Mayor. Commissioner George made a motion to promote Nelly Espinal to the position of Personnel Assistant. Chairman Finn seconded the motion. The motion passed unanimously.

Early Retirement Vacancies

Vacancies will be created in the following positions:

Welfare Director, Assistant City Clerk, Corporation Counsel, Tax Collector, Deputy Personnel Director, City Engineer, Director of Public Works, Library Director, Assistant Library Director, Executive Secretary, Zoning Enforcement Officer, and Coordinator of Environmental and Occupational Health Services

On April 23, 2006 the following positions will be advertised in the News Times:

Assistant Zoning Enforcement Officer, City Engineer, Deputy Personnel Director, Director of Public Works, Library Director and Tax Collector. Mr. Buckley's job will be split. There will be a City Engineer and a Director of Public works.

Police Recruitment Team

The Recruitment team work was acknowledged. They have asked to make a short presentation for the Civil Service Commission at the May meeting.

Letter from Firefighters Union

The union has written another letter requesting the matter be reviewed. The Chief Examiner will draft a letter in response to the most recent letter from the Firefighters Union, characterizing the Commission's position.

Adjourn

Commissioner George makes a motion to adjourn. Chairman Finn seconds the motion. The motion passed unanimously.