

*Auburn Municipal Civil Service
Minutes –Meeting Thursday, June 5, 2014 - Noon*

Roll Call –

Civil Service Clerk; Anna Hlywa took the roll call. Present were Commissioner Diane Gove, Commissioner Jack Hardy and Commissioner Dan Emmi

Approve minutes of Regular Meeting May 8, 2014.

Motion to approve minutes by Commissioner Gove 2nd by Commissioner Hardy. Motion carried 3-0.

Old Business

- Discussion of probationary period for promotional employees (requested by Dept. Head)
Commissioner Emmi reviewed what needs to be done if this Commission wanted to pursue the request of extending probationary period for promotions. Included in that is holding a Public Hearing so other Dept. Heads and Union representatives can have a say in the matter. Commissioner Emmi asked the other commissioners their thoughts on moving forward. Commissioner Gove stated that although the other dept. heads and unions would be able to voice their opinions at the public hearing it would be this local Commissions decision to move forward to change the rules and then send to NYS for approval. The local Commission would have to justify to the satisfaction of the State Civil Service Commission as to why Management needs a longer probationary period. Commissioner Gove stated her opinion that 26 weeks is a efficient probationary period for promotions. Any problem that comes about during the probationary period should be addressed as they arise and not at the end of the 26 weeks. Commissioner Hardy also stated that he has worked in many places and it is clear that during probationary period is the time to correct issues and he also believes 26 weeks is efficient. Commissioner Emmi did state the Dept. Heads request is unique to his dept. as it is not like corporate or other depts. and day to day operations are different and an incident may not arise during the set probationary period where that individual can be evaluated. Commissioner Gove discussed it would be for every promotion in the City if we changed our rules. Anna added on that with an extension of probationary period the position that the probationary person came from are hired on a contingent permanent basis, if the incumbent does not successfully complete his/her probationary period he/she will return to his old job, not only affecting him/her but the person holding his/her prior job. It was decided that this Commission does not wish to move forward to changing their rules. Commissioner Emmi stated he will contact the Dept. Head with their decision.

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Minutes Continued

New Business

- Employee changes
No Discussion had
- Upcoming schedule
No scheduled meeting for July & August. We may get the need for special meetings and Anna will email with information. Please "Reply all" so that we can all have the same information. Exams for the start of 2015 have been ordered and waiting on NYS for exact dates. We do have 2 clerical tests expiring in Feb 2015 that are decentralized exams and we get to choose the date. It was decided to piggy back on the date of one of the Centralized exams that have a smaller number of applicants. Dates TBA. The commissioners will continue to stop in on Tues. (Jack) and Thurs (Diane) to sign pink slips.

Motion to adjourn meeting by Commissioner Gove 2nd by Commissioner Hardy. Motion carried 3-0.

Diane R Gove
Attest 07-01-14