

Auburn Municipal Civil Service
Minutes –Monthly Meeting Monday, July 13, 2015 – 6:30pm

Commissioner Emmi called meeting to order.

Roll Call – Civil Service Clerk; Anna Hlywa took the roll call. Present were Commissioner Diane Gove, Commissioner Jack Hardy and Commissioner Dan Emmi. Also present CSEA Presidents; Anthony DeCaro and Jessica Corcoran.

Approve minutes of Regular Meeting June 8, 2015

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

Old Business

New Business

- Certify Eligible List #20-154 Custodian/Promo #20-153 Custodian/Open for two years. Motion to certify above lists for 2 years by Commissioner Gove 2nd by Commissioner Hardy. Carried 3-0.

- Certify Eligible list #17-583 Computer Operations Support Specialist/Promo, #17-582 Computer Operations Support Specialist/Open and #17-581 Computer Systems Technician/Open for four years.

Motion to certify above lists for 4 years by Commissioner Gove 2nd by Commissioner Hardy. Carried 3-0.

- Review & Approve Exam Announcements for #76-192 Sanitation Supervisor/ Promo, #67-596 Sanitation Supervisor/Open Competitive. Exam Dates September 12, 2015.

Discussion was had in regards to residency requirement that will allow Contiguous County residents to take the exam now that the contract allows employees to live outside if the city with a penalty. Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #76-191 Sanitation Foreperson/Promo, #67-595 Sanitation Foreperson/Open Competitive. Exam Dates September 12, 2015

Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #66-888 Municipal Solid Waste/Recycling Officer/Open. Exam Date September 12, 2015.

Discussion about including Full Time & Part Time on announcement. Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #75-693 Police Captain/Promo. Exam date September 26, 2015.

Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #70-264 Police Lieutenant/Promo. Exam date September 26, 2015.

Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #68-107 Engineering Technician/Open. Exam date September 26, 2015.

Commissioner Gove requested the word High School be added to the requirement sentence as it was missing before equivalency diploma. Motion by Commissioner Gove to accept the exam announcement as presented, 2nd by Commissioner Hardy. Motion carried 3-0

- Review & Approve Exam Announcements for #65-563 Employee Health & Safety Coordinator. Exam date September 26, 2015.

Discussion about having this both PT& FT as the other exam announcement was. Anna to make that change. Motion by Commissioner Gove to accept the exam announcement with adding the Full time salary, 2nd by Commissioner Hardy. Motion carried 3-0

- Employee Changes

No Discussion had

- Upcoming schedule

September 12th – Sanitation Series exams – City Hall 8am

September 26th – Anna will look at history to show how many people took this exam and will book either BOCES or AHS if need be.

No Meeting in August

Moved October Meeting to Tuesday, October 13, 2015 due to Columbus Day Holiday.

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


Attest