

Auburn Municipal Civil Service
Minutes –Monthly Meeting Monday, March 13, 2017 – 6:30pm

Commissioner Hardy called meeting to order.

Roll Call – Civil Service Clerk Jeffrey Whiting took the roll call. Present were Commissioner Jack Hardy, Commissioner Laurie Turo. Also present: Assistant Superintendent of Personnel Jeffrey Evener. Chairperson Diane Gove was excused.

Approve minutes of Regular Meeting February 13, 2017. Commissioner Turo motioned to approve minutes with changes. Commissioner Hardy 2nd. Carried 2-0.

Old Business

New Business

- Discussion of candidates' request to have name reinstated on the Police Officer #67-471 eligible list after voluntary removal. Commissioner Turo motioned to have candidate's name reinstated on the eligible list. Commissioner Hardy 2nd. Carried 2-0.

- Discussion of creation of Director of Facilities III title in the Auburn Enlarged School District. Commissioner Hardy motioned to create title. Commissioner Turo 2nd. Carried 2-0.
 - Commissioner Hardy motioned to accept job specification for Director of Facilities III. Commissioner Turo 2nd. Carried 2-0.
 - Commissioner Turo motioned to accept the transfer of candidate from Cayuga County to Auburn Enlarged School District. Commissioner Hardy 2nd. Carried 2-0.

- Discussion of creation of Network Administrator title in the Auburn Enlarged School District. Commissioner Hardy motioned to create title. Commissioner Turo 2nd. Carried 2-0.
 - Commissioner Turo motioned to accept job specification for Network Administrator. Commissioner Hardy 2nd. Carried 2-0.
 - Commissioner Turo motioned to accept the transfer of candidate from Cayuga County to Auburn Enlarged School District. Commissioner Hardy 2nd. Carried 2-0.

- Discussion of expiring Custodian promotional and open competitive eligible lists. Commissioner Turo motioned to table discussion until Commissioner Gove is present. Commissioner Hardy 2nd. Carried 2-0.

- Commissioner Hardy motioned to add approval of Senior Account Clerk/Keyboard Specialist #76-957 promotional and Senior Account Clerk/Keyboard Specialist #60-004 open competitive eligible lists to the agenda. Commissioner Turo 2nd. Carried 2-0.
 - Commissioner Turo motioned to approve Senior Account Clerk/Keyboard Specialist #76-957 and Senior Account Clerk/Keyboard Specialist #60-004 expiring March 13, 2021. Commissioner Hardy 2nd. Carried 2-0.

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Minutes Continued

- Employee Updates. No Discussion.
- Upcoming Schedule.
- Motion to adjourn meeting by Commissioner Hardy; 2nd by Commissioner Turo. Motion carried 2-0. Meeting adjourned 7:14 PM.

Attest