

**The Town of East Haven, CT
Civil Service Commission Minutes
November 12, 2019, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Tuesday, November 12, 2019 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:00 p.m.

Roll Call:	Ms. Marlene Asid	Present
	Mrs. Kate White	Present
	Mr. John Stacey	Present

STAFF IN ATTENDANCE: Zackary Barker, President, EHTHEU Local 1303-159

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Ms. Asid to approve the minutes of the October 15, 2019 Regular Meeting as submitted.

Mr. Stacey seconds the motion.

Vote: Unanimous

OLD BUSINESS

TAX COLLECTOR/ BOARD OF EDUCATION

ACCOUNT CLERK I, GRADE LEVEL 10

These positions have been posted and the application is available until November 15, 2019. To date approximately 20 applications have been received.

BOARD OF EDUCATION

SUBSTITUTE CUSTODIAN

This position was advertised, only 1 application was received in the last month. The candidate did not pass the test.

POLICE DEPARTMENT

PROMOTIONAL EXAMINATIONS-LIEUTENANT and CAPTAIN

The written exam for each position was held on October 30, 2019. 3 officers participated in each exam and 2 passed each exam. The Oral Interview is scheduled for November 15, 2019 for both ranks.

PUBLIC SAFETY DISPATCHER

NEW HIRES

Susan Pace and Micah Belcher have been hired effective November 20, 2019.

A MOTION was made by Ms. Asid to certify the employment of Susan Pace and Micah Belcher in the position of Public Safety Dispatcher effective November 20, 2019 and to send them the standard probation letter.

Mr. Stacey seconds the motion.

Vote: Unanimous

EXAM

The exam for this position is posted on PoliceApp and the deadline to apply is November 12, 2019. Approximately 20 applications have been received. The written exam is scheduled for Tuesday, November 19, 2019.

POLICE OFFICER C-EXAM

This position was posted until November 7, 2019. 80 applications were received. 9 applicants did not complete the C.H.I.P. Test by the deadline of November 10, 2019. 71 applicants will be taking the written exam, which is scheduled to be held Thursday, November 21, 2019.

NEW BUSINESS

POLICE DEPARTMENT

DETECTIVE

The list for Detective has been exhausted. The Board of Police Commissioners has requested a new test.

A MOTION was made by Ms. Asid to initiate the testing process for the position of Detective. The test shall consist of a written exam with a pass point of 70 worth 50% of the final grade and Oral Interview with a pass point of 70 worth 50% of the final grade. The Eligibility List for this position will be valid for a period of 2 years.

Mr. Stacey seconds the motion.

Vote: Unanimous

FIRE DEPARTMENT
FIREFIGHTER/PARAMEDIC

The Fire Commission has requested a Certified List to fill 2 positions.

A MOTION was made by Mr. Stacey to Certify the top 4 available names in rank order to fill 2 positions from the Eligibility List for Firefighter/Paramedic.

Ms. Asid seconds the motion.

Vote: Unanimous

A MOTION was made by Ms. Asid to add the item "Board of Education-Request for Secretary I, Grade Level 9 List" to the Agenda.

Mrs. White seconds the motion.

Vote: Unanimous

A request was received from the Superintendent to fill a Secretary I, Grade Level 9 position. There is a current list to use.

A MOTION was made by Ms. Asid to Certify the top 3 available names in rank order from the Eligibility List for Secretary I, Grade Level 9.

Mrs. White seconds the motion.

Vote: Unanimous

BILLS

A MOTION was made by Mr. Stacey to pay the following bills:

\$44.00 to I/O Solutions, Test Rental

\$294.00 to La Voz, Advertising

\$2,348.00 to Hearst Publications, Advertising

\$720.00 to Penfield Publications, Advertising
Mrs. White seconds the motion.
Vote: Unanimous

A MOTION was made by Ms. Asid to adjourn the Meeting at 7:30 p.m.
Mrs. White seconds the motion.
Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary