

**The Town of East Haven, CT
Civil Service Commission Minutes
September 11, 2017, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, September 11, 2017 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:	Mr. Albert Carocci	Present
	Mr. John Stacey	Present
	Ms. Marlene Asid	Present

Staff Present: Deputy Chief Naccarato, EHPD

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Carocci to approve the minutes of the August 14, 2017 Meeting as submitted.

Mr. Stacey seconded.

Vote: Unanimous.

A MOTION was made by Mr. Carocci to suspend the order of the Agenda and move to New Business Item #1a, Public Safety Dispatcher Exam.

Ms. Asid Seconded.

Vote: Unanimous

Deputy Chief Naccarato was in attendance to present the Police Departments request for exam to be given for Public Safety Dispatcher. This process will be a Rolling Application, like P.O.S.T. Certified Lateral Transfers and Certified Firefighter/Paramedic. The candidates must already hold and be capable of continuing to maintain a State of CT Telecommunicator Certification and an Emergency Medical Dispatcher Certification (EMD). Candidates must also be COLLECT/NCIC certified or be recently expired requiring only the short one day recertification class to become re-certified.

A MOTION was made by Mr. Stacey to begin the testing process for the position of Certified Public Safety Dispatcher with a rolling application to be open indefinitely. The candidates must already hold and be capable of continuing to maintain a State of CT Telecommunicator Certification and an Emergency Medical Dispatcher Certification (EMD). Candidates must also be COLLECT/NCIC certified or be recently expired requiring only the short one day recertification class to become re-certified. The exam will consist of a written exam with a pass point of 70 to be worth 100% of the final score.

Ms. Asid seconded.

Vote: Unanimous

OLD BUSINESS

BOARD OF EDUCATION

ACCOUNT CLERK I, GRADE LEVEL 10

The position is currently being advertised and the deadline to submit an application is September 22, 2017.

CUSTODIAN

The Board of Education has hired Alfred Chow-Yen to fill the position of Custodian effective August 22, 2017.

A MOTION was made by Ms. Asid to certify the employment of Alfred Chow-Yen in the position of Custodian effective August 22, 2017 and to send him the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

MAINTENANCE

The Board of Education has a vacancy in this position and had asked for a Certified List to fill one position. A grievance was filed by the Union and the hearing is tomorrow night.

A MOTION was made by Mr. Carocci to add the matter of Secretary I, Grade Level 9 to the Agenda.

Ms. Asid Seconded.

Vote: Unanimous

SECRETARY I, GRADE LEVEL 9

The Board of Education has hired Theresa D'Auria to fill the position of Secretary I, Grade Level 9 effective August 22, 2017.

A MOTION was made by Ms. Asid to certify the employment of Theresa D'Auria in the position of Secretary I effective August 22, 2017 and to send her the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

FIRE DEPARTMENT

FIREFIGHTER/PARAMEDIC-NEW RECRUIT EXAM

The Fire Department has hired Andrew Apuzzo, Christopher Brewer and Michael Volpe effective August 28, 2017.

A MOTION was made by Ms. Asid to certify the employment of Andrew Apuzzo, Christopher Brewer and Michael Volpe effective August 28, 2017 and to send them the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

POLICE DEPARTMENT

DETECTIVE EXAM

POLICE OFFICER C LATERAL TRANSFER

The Commission has not been advised of any action by the Police Commission on these positions.

FINANCE DEPARTMENT

ACCOUNT CLERK II, GRADE LEVEL 11

The Finance Director is in the process of interviewing. The list needs to be extended.

A MOTION was made by Mr. Carocci to certify the top 3 available names in rank order to fill one Account Clerk II position.

Mr. Stacey seconded.

Vote: Unanimous

NEW BUSINESS

CIVIL SERVICE RULES AND REGULATION REVISION

Attorney Zullo had recommended, due to all of the changes in the rules recently, that the Commission revise its rules to reflect this. The Commission decided to meet after its Regular October Meeting to work on this project.

BILLS

A MOTION was made by Ms. Asid to pay the following bills:

\$1639.00 to New Haven Register, Advertising

\$360.00 to Penfield Publication, Advertising

\$294 La Voz, Advertising

Mr. Stacey seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to adjourn the Meeting at 7:30 p.m.

Ms. Asid seconded.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary