

The Town of East Haven, CT
Civil Service Commission Minutes
September 10, 2012, 7:00 pm, 250 Main Street

The Regular Meeting of the Civil Service Commission was held on Monday, August 13, 2012 in the Mario Giamo Conference Room, Town Hall, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:04 p.m.

Roll Call:	Mr. John Stacey	Present
	Ms. Linda Abbott	Present
	Mr. Albert Carocci	Absent

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Stacey to accept the minutes of the August 13, 2012 Regular Meeting and the minutes of the August 20, 2012 Special Meeting as submitted.

Ms. Abbott seconded.

Vote: Unanimous

PUBLIC COMMENT

There was no public comment.

STAFF IN ATTENDANCE: Police Chief Brent Larrabee

PUBLIC IN ATTENDANCE: Arlene Hackbarth, Joseph Civitello

OLD BUSINESS

POLICE DEPARTMENT

POLICE OFFICER C-NEW RECRUITS

The Police Chief submitted a letter to the Commission to remove the names of candidates who have failed the background investigation. The Commission reviewed the letters to the candidates. The Board of Police Commissioners also requested a Certified List to fill three positions.

A MOTION was made by Ms. Abbott to, per Chief Larrabee's request, remove those candidates who have failed the background investigation.

Mr. Stacey seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to certify the top five available names in rank order to fill 3 positions from the Eligibility List for Police Officer C. Ms. Abbott seconded.
Vote: unanimous

P.O.S.T. CERTIFIED POLICE OFFICERS

The Police Commission requested to fill three positions. Currently there are 4 P.O.S.T. Certified Police Officers who have successfully completed the written exam and are eligible for consideration for employment.

A MOTION was made by Mr. Stacey to establish a Certified List with the names of Milton DeJesus, Eduardo Diaz, Harold Juliano and Carlos Roman to be valid for a period of 60 days.
Ms. Abbott seconded.
Vote: Unanimous

DETECTIVE EXAMINATION

The written exam has been scheduled for September 18, 2012. The Oral Interview has been scheduled for October 1, 2012 and the Chief Examiner is working on scheduling the exam and recruiting panel members.

FIRE DEPARTMENT

FIREFIGHTER D/PARAMEDIC

The Fire Commission has hired Lee Jacobs and William Heiney. They started the Fire Academy August 31, 2012.

A MOTION was made by Linda Abbott to certify the employment of Lee Jacobs and William Heiney effective August 31, 2012 and send them the standard probationary letter.

Mr. Stacey seconded.
Vote: Unanimous

FINANCE DEPARTMENT

ACCOUNT CLERK II

Paul Rizza has the candidate applications and should be conducting interviews.

ENGINEERING

ADMINISTRATIVE ASSISTANT, GRADE LEVEL 13

The test has been administered on September 6, 2012 as well as September 13th, and September 18th.

PUBLIC WORKS

LATERAL TRANSFER-HEO

This position has been filled by the Tree Trimmer. There has been no posting for that position at this time.

NEW BUSINESS

**POLICE DEPARTMENT-REQUEST FOR SERGEANT AND
LIEUTENANT EXAM**

The Board of Police Commissioners has requested an exam for Sergeant and Lieutenant. Chief Larrabee was in attendance and presented the Commission with new Job Descriptions for both positions. He also requested that the Commission consider changing the weighting of the exam to reflect the greater need for good communicators as the rank of the position increases. He proposed the new assigned weight should be:

Sergeant-60% Oral, 40% Written

Lieutenant-75% Oral, 25% Written

Captain-100% Oral, No Written

He stated this is the industry standard and was also recommended in the PERF Report and by the Department of Justice and it is necessary to push the Department forward. Ms. Abbott stated we are currently conducting the Detective Exam with a weight of 50% Written and 50% Oral. This was being done as a test to see how well it worked and it is not done yet. She indicated she would not be in favor of this at this time. The Chief Examiner stated the standard used for the last 25+ years (2/3rd written, 1/3rd oral) gives an advantage to those who score well on the written exam, the oral tends to have no effect on the ultimate grade. Chief Larrabee stated the skill necessary in these positions is communication and the weighting does not produce the best qualified candidates. Mr. Civitello stated he felt the Oral Exam was subjective, the Department

also needs to have performance evaluations to have a fair evaluation process. Chairman Stacey stated he would like to have the whole Commission present to discuss this matter and would like it tabled in order to review the new job descriptions presented and get more information regarding testing.

A MOTION was made by Ms. Abbott to table the matter of Testing for Sergeant and Lieutenant.

Mr. Stacey seconded.

Vote: unanimous.

BILLS

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

\$4136.00 to CPS, Test Rental

\$25.00 to I/O Solutions, Test Rental

\$980.00 to I/O Solutions, Test Rental

\$200.00 to Roberta DeLuca, Proctor

Mr. Stacey seconded.

Vote: Unanimous.

A MOTION was made by Ms. Abbott to adjourn the Meeting at 7:31 p.m.

Mr. Stacey seconded.

Vote: Unanimous.

Respectfully submitted,

Andrea M. Liquori, Recording Secretary