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**The Town of East Haven, CT
Civil Service Commission Minutes
February 8, 2021, 7:00 pm,
Via Zoom**

A Regular Meeting of the Civil Service Commission was held on Monday, February 8, 2021 via Zoom.

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

Roll Call:	Ms. Marlene Asid	Present
	Mrs. Sue Deko	Present
	Mrs. Ann Murray	Present

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Mrs. Deko to approve the minutes of the January Regular Meeting as submitted.

Mrs. Murray seconds the motion.

Vote: Unanimous

OLD BUSINESS

BOARD OF EDUCATION

SECRETARY II, GRADE LEVEL 10

One candidate has to complete the test remotely, which will be done on Wednesday, February 10, 2021. It was determined by a review of the candidates test file online that she had been shorted 6 minutes and she is being given the opportunity to complete those 6 minutes. The Commission can meet to certify the list at another time.

ACCOUNT CLERK-PAYROLL, GRADE LEVEL 10

The Chief Examiner has relayed information regarding similar positions at the Town Hall to the Superintendent's Office. The Commission has not received any further information about this position.

POLICE DEPARTMENT
LIEUTENANT
SERGEANT

The Police Commission has notified the Commission that the following promotions will be effective February 15, 2021: Kershen Bissette and Justin Brochu have been promoted to Lieutenant and Shirley Conyers and Gergory Borer have been promoted to Sergeant.

A MOTION was made by Ms. Asid to certify the promotions of Kershen Bissette and Justin Brochu to Lieutenant and Shirley Conyers and Gergory Borer to Sergeant effective February 15, 2021 and send them the standard probation letter.

Mrs. Murray seconds the motion.

Vote: Unanimous

RECORDS ROOM CLERK

Katie DePonte has been hired to fill this position and she will be starting in the position effective February 8, 2021.

A MOTION was made by Ms. Asid to certify the hiring of Katie DePonte in the position of Records Room Attendant effective February 8, 2021 and send her the standard probation letter.

Mrs. Deko seconds the motion.

Vote: Unanimous

DETECTIVE

The exam is scheduled for February 10, 2021. There is no action to be taken at this time.

**FIRE DEPARTMENT
FIRE CAPTAIN EXAM**

The written exam for this position has been postponed to February 24, 2021. There is no action to be taken at this time.

DEPUTY CHIEF/TRAINING OFFICER

The Commission has been advised that James Murray has been promoted into this position effective February 1, 2021.

A MOTION was made by Ms. Asid to certify the promotion of James Murray to the position of Deputy Chief/Training Officer effective February 1, 2021 and send him the standard probation letter.

Mrs. Murray seconds the motion.

Vote: Unanimous

FIREFIGHTER/EMT/PARAMEDIC EXAM

Administration of the written exam will begin this week. 130 applications were received and candidates have been given the opportunity to register for remote testing and they will also have the opportunity to take the written exam in person, if they choose. The Chief Examiner stated remote testing has not worked out as well as she would have liked, some candidates do not have compatible equipment and there have been problems staying connected to the exam. In order to keep as many candidates involved in the process, they will have the opportunity to test in person in small groups.

FIREFIGHTER D

CERTIFIED LATERAL TRANSFER AND NEW RECRUIT LISTS

The Fire Commission had both lists but only extended an offer of employment to one person. That candidate has been called to active duty and his employment will be on hold until he returns. There is nothing to do at this time.

NEW BUSINESS

A MOTION was made by Ms. Asid to add the matter of “Reorganization” to the Agenda under New Business.

Mrs. Deko seconded.

Vote: Unanimous

Ms. Asid asked if anyone else would like to be Chairperson of the Commission for the next year. Both Mrs. Deko and Mrs. Murray stated they would prefer that Ms. Asid continue in the position. Ms. Asid accepted.

A MOTION was made by Mrs. Deko to nominate Ms. Asid to be the Chairperson of the Commission for the next year.

Mrs. Murray seconds the motion.

Vote: Unanimous

Having been no other nominations for the position, Ms. Asid will serve as the Chairperson of the Commission.

Ms. Asid asked if Mrs. Deko would remain as the Vice-Chairperson of the Commission. Mrs. Deko accepted.

A MOTION was made by Ms. Asid to nominate Mrs. Deko to be the Vice-Chairperson of the Commission for the next year.

Mrs. Murray seconds the motion.

Vote: Unanimous

Having been no other nominations for the position, Mrs. Deko will serve as the Vice-Chairperson of the Commission for the next year.

BILLS

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

\$500.00(Est.) to IOS, Test Rental (Detective)

\$800.00(Est.) to CPS-HR, Test Rental(Secretary)

\$720.00 to Penfield Publications, Advertising

\$800.00(Est.) to La Voz, Advertising
\$1641.00 to Hearst Publications, Advertising
\$300.00 CCm, Advertising
Mrs. Deko seconds the motion.
Vote: Unanimous

A MOTION was made by Ms. Asid to adjourn the Meeting at 7:22 p.m.
Mrs. Murray seconds the motion.
Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary