

**The Town of East Haven, CT
Civil Service Commission Minutes
June 10, 2019, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, May 13, 2019 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:03 p.m.

Roll Call:	Mr. John Stacey	Present
	Mr. Clayton Janer	Present
	Ms. Marlene Asid	Absent

STAFF PRESENT

Joseph Coppola, Assistant Director of Administration and Management
Zack Barker-President, AFSME Local 1303-159
Roberta DeLuca
Mheegan Rollins

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Stacey to approve the minutes of the May 13, 2019 Regular Meeting and the June 3, 2019 Special Meeting as submitted. Mr. Janer seconds the motion.
Vote: Unanimous

OLD BUSINESS

ENGINEERING

ADMINISTRATIVE ASSISTANT, GRADE LEVEL 13

The Certified List was sent to the hiring Authority last week. There is no action to take at this time. Members of The Town Hall Employees Union were in attendance to voice their concerns to the Commission over the handling of this position. Mr. Stacey recognized Mrs. DeLuca and she read a prepared statement to the Commission:

"I am here on behalf of the Town Hall Employees Union and I would just like to be assured that the process is done correctly. I am not saying that it hasn't been but boards and commissions for the Town are in place to

oversee the work. It is the responsibility of you as commissioners to give the first 3 names, which qualifies those people, period. They are qualified. That's what makes them eligible for the job. To reach down into the list is unnerving to a lot of employees. We are just asking you to do what is right and if those 3 people refuse the job then I can see you going on to the next 3 but I believe the process is the top 3 and that is who you choose from. Making them qualified is what the test does and they passed the test."

The Commission members acknowledged the employees concerns and stated they would do there best to make sure there was accountability. The Chief Examiner stated to the Commission that from the beginning of this testing process she has heard rumors. Mr. Janer said he would prefer not to listen to rumor and would like the names of the people making these statements.

POLICE DEPARTMENT

PROMOTIONAL EXAMINATIONS-SERGEANT, LIEUTENANT, CAPTAIN SERGEANT, LIEUTENANT & CAPTAIN

The Sergeant exam is scheduled to be held on 7/20/19 at the Police Department. Nothing has been done with other 2 positions at this time. Mr. Coppola was here on behalf of Chief Lennon. He stated that the Police Commission has requested an exam for Lieutenant and Captain and the Chief would find the funds to pay for the testing if that is what is holding this up. The Commission discussed the issue of the lack of a vacancy at this time and the concern of testing when an employee has not made a commitment to retire and what that could be construed as. Both Mr. Stacey and Mr. Janer felt that if the Chief was willing to pay for the exam, even though there was no guarantee either list would be used, then the Commission should go forward with testing.

A MOTION was made by Mr. Janer to begin the testing process for the position of Captain to consists of an Assessment Center worth 100% of the final grade and the position of Lieutenant to consists of an Assessment Center worth 100% of the final grade. The passing score for all parts of the

Assessment Center will be 70% and each rank will have an Eligibility List which will be valid for 2 years.

Mr. Stacey seconds the motion.

Vote: Unanimous.

PUBLIC SAFETY DISPATCHER

A request for a Certified List to fill 1 position was last month. The Certified List was sent over to the Police Chief. To date, no action has been taken and there is nothing for the Commission to do at this time.

FIRE DEPARTMENT

FIREFIGHTER/PARAMEDIC

20 applications were received for the Firefighter/Paramedic position is which has been scheduled for June 24, 2019.

CERTIFIED FIREFIGHTER/PARAMEDIC-LATERAL TRANSFER

A request for a Certified List to fill 1 position from the eligible candidates for a lateral transfer was received last month. Jonathan Depino was hired effective June 4, 2019.

A MOTION was made by Mr. Stacey to certify the employment of Jonathan Depino effective June 4, 2019 and to send him the standard probation letter.

Mr. Janer seconded.

Vote: Unanimous

BILLS

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

\$100.00 to Roberta DeLuca, Proctor

\$696.85 to Roberta DeLuca, Proctor

\$200.00(est.) to LTI, Test Rental

\$472.00 to IPMA, Test Rental

\$753.25 to CPS, Test Rental

Mr. Stacey seconds the motion.

Vote: Unanimous

A MOTION was made by Mr. Stacey to adjourn the Meeting at 7:30 p.m.
Mr. Janer seconds the motion.
Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary