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Lisa Balter
TOWN CLERK

**The Town of East Haven, CT
Civil Service Commission Minutes
March 14, 2022, 7:00 pm,**

A Regular Meeting of the Civil Service Commission was held on Monday, March 14, 2022, in the East Haven Senior Center, 91 Taylor Avenue, East Haven CT.

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

Roll Call:	Mrs. Sue Deko	Present
	Mrs. Ann Murray	Present

READING AND APPROVAL OF MINUTES

A MOTION was made by Mrs. Deko to approve the minutes of the December, January, February Regular and Special Meeting as submitted. Mrs. Murray seconds the motion.

Vote: Unanimous

OLD BUSINESS

BOARD OF EDUCATION

ACCOUNT CLERK, GRADE LEVEL 10

The exam is scheduled for April 4, 2022. To date seven applications have been received.

SECRETARY I, GRADE LEVEL 9

The Chief Examiner has sent the Certified List to the Superintendent's Office. One person has refused the interview and they are in the process of interviewing the other two candidates. This is the end of the list. A new test has been requested because there is another retirement in this job class.

A MOTION was made by Mrs. Deko to begin the testing process for the position of Secretary I, Grade Level 9 consisting of a written exam with a passing score of 70 to be worth 100% of the final score.

Mrs. Murray seconds the motion.

Vote: Unanimous

FIRE DEPARTMENT
FIREFIGHTER D/EMT/PARAMEDIC

The Commission has been advised that Davon Johnson has been hired and will begin work effective March 28, 2022.

A MOTION was made by Mrs. Deko to certify the employment of Davon Johnson effective March 28, 2022 and send him the standard probation letter.

Mrs. Murray seconds the motion.

Vote unanimous.

CAPTAIN

There has not been a promotion to date.

FINANCE DEPARTMENT
ACCOUNT CLERK II, GRADE LEVEL 11

The exam is scheduled for April 4, 2022, so far five applications have been received. The deadline is March 18, 2022.

NEW BUSINESS
POLICE DEPARTMENT
POLICE OFFICER C

The Commission has received a request for a Certified List. Candidates who have failed the Background Investigation must be removed first.

A MOTION was made by Mrs. Deko to remove the candidates from the list who have failed the background investigation.

Mrs. Murray seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Deko to certify the top 3 available names in rank order to fill one position from the Eligibility List for Police Officer C.

Mrs. Murray seconds the motion.
Vote: Unanimous

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SERGEANT

A request was made for a Certified List to fill one position from the Eligibility List for Sergeant.

A MOTION was made by Mrs. Deko to certify the top 3 available names in rank order to fill one position from the Eligibility List for Sergeant.

Mrs. Murray seconds the motion.

Vote: Unanimous

BOARD OF EDUCATION

SECRETARY III, GRADE LEVEL 11

The Superintendent has requested a Certified List to fill one position due to a retirement in this classification. We do not have a current list to hire from so an exam must be scheduled.

A MOTION was made by Mrs. Deko to begin the testing process for the position of Secretary III, Grade Level 11 consisting of a written exam with a passing score of 70 to be worth 100% of the final score.

Mrs. Murray seconds the motion.

Vote: Unanimous

BILLS

A MOTION was made by Mrs. Deko to pay the following bills:

\$748.34 to Hearst Publications, Advertising

\$300.00 to Penfield Publications, Advertising

\$325.00 to La Voz, Advertising

\$23.10 to Ricoh, Copier Rental

Mrs. Murray seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Deko to adjourn the Meeting at 7:15 p.m.

Mrs. Murray seconds the motion.

Vote: Unanimous

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Respectfully submitted,

Andrea M. Liquori
Recording Secretary