

TROY MUNICIPAL CIVIL SERVICE COMMISSION
Minutes of Meeting
Thursday, January 31, 2019
Main Conference Room
Troy City Hall
433 River Street (Hedley Building), Suite 5001

Present: Chairperson Bill Rauh, Commissioner Sullivan, and Executive Secretary Gabrielle Mahoney, Personnel Technician Cheryl Christiansen,
Absent: Commissioner Scales
Guests: None

Chairperson Rauh called the meeting to order at 9:05 A.M.

22. **(Previously tabled on the December 18, 2018 meeting)**
Review the open competitive exam announcement for Golf Course Superintendent.
 A motion was made by Commissioner Sullivan to approve the open competitive exam announcement for Golf Course Superintendent, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent.

1. **Consider the minutes of the December 18, 2018 meeting.** Following review, a motion was made by Commissioner Sullivan to approve the minutes of the December 18, 2018 meeting, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent

2. **Establish an eligible list for four (4) years for Spanish Interpreter Caseworker (Open Competitive) Exam # 61440.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Spanish Interpreter Caseworker (open competitive) Exam# 61440, seconded by Commissioner Rauh, all voted in favor 2-0, 1 absent.

3. **Establish an eligible list for four (4) years for Tax Credit and Administrative Housing Compliance Coordinator (Promotional) Exam # 74238.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Tax Credit and Administrative Housing Compliance Coordinator (promotional) Exam # 74238, seconded by Commissioner Rauh, all voted in favor 2-0, 1 absent.

4. **Establish an eligible list for four (4) years for Supervisor of Equipment Repair (Open Competitive) Exam # 62949.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Supervisor of Equipment Repair (Open Competitive) Exam # 62949, seconded by Commissioner Rauh, all voted in favor 2-0, 1 absent.

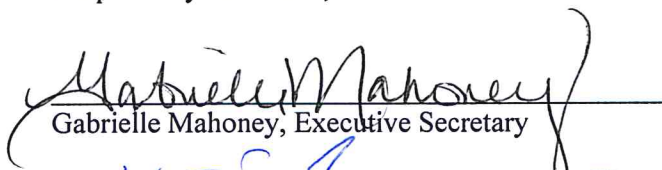
5. **Review and address questions with regard to the addition of seniority points to an eligibles passing score for individuals with 26 years or greater of continuous permanent classified service for all recently scored exams for which an eligible list has not been established and for all future examinations.** Executive Secretary Mahoney explained that the schedule for adding seniority points to an eligible's score traditionally used on promotional exam announcements by Troy Civil Service leaves question as to how points should be applied to an individual who has more than 26 years of continuous permanent classified service. There are a number of recently scored promotional exams for which an eligible list has not been established that this would effect. Commissioner Sullivan requested that Executive Secretary Mahoney research how this has been handled in the past, to contact New York State Civil Service for advice, and to reach out to other agencies in the area to find out what method is being used by other agencies. A motion was made by Commissioner Sullivan to table agenda item 5 until Executive Secretary Mahoney can get back to the commission with the information requested, seconded by Commissioner Rauh, all voted in favor 2-0, 1 absent.

6. **Consider an MSD-222A for establishing one (1) additional position of Police Officer (COT).** Following review, a motion was made by Commissioner Sullivan to establish one (1) additional position of Police Officer for the City of Troy, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent.
7. **Consider an MSD-222A for establishing one (1) additional position of Housing Code Technician (COT).** Following review, a motion was made by Commissioner Sullivan to establish one (1) additional position of for Housing Code Technician the City of Troy, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent
8. **Consider an MSD-222A for establishing one (1) additional position of Video Clerk (COT).** Following review, a motion was made by Commissioner Sullivan to establish one (1) additional position of for Video Clerk the City of Troy, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent
9. **Consider an MSD-222A for establishing one (1) additional position of Auto Mechanic (COT).** Following review, a motion was made by Commissioner Sullivan to establish one (1) additional position of for Auto Mechanic the City of Troy, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent
10. **Consider an MSD-222A for establishing one (1) additional position of Building Maintenance Person (COT).** Following review, a motion was made by Commissioner Sullivan to establish one (1) additional position of for Building Maintenance Person the City of Troy, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent
11. **Consider a revision to the job specification for Recycling Coordinator.** Executive Secretary explained to the commission that the proposed revision to minimum qualifications is to open up recruitment opportunities. Following review, a motion was made by Commissioner Sullivan to approve the revisions to the job specification for Recycling Coordinator, seconded by Commissioner Rauh, all voted in favor: 2-0, 1 absent.

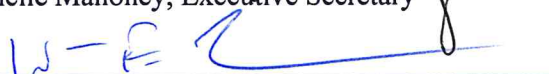
A motion was made by Commissioner Sullivan to adjourn the meeting at 9:20 A.M., seconded by, Chairperson Bill Rauh, all voted in favor: 2-0, 1 absent.

The next meeting is tentatively scheduled for February 19, 2019 at 9:30 A.M.

Respectfully submitted,



Gabrielle Mahoney, Executive Secretary



William Rauh, Chairperson

(absent)

Suzanne Scales, Commissioner



Michael Sullivan, Commissioner