

TROY CIVIL SERVICE COMMISSION
Minutes of Meeting
Tuesday, January 21, 2020
9:30 A.M.
Main Conference Room
Troy City Hall
433 River Street (Hedley Building), Suite 5001

Present: Chairperson Bill Rauh, Commissioner Mike Sullivan, Gabrielle Mahoney, Executive Secretary, William Wangler and Monica Kurzejeski.

Chairperson Rauh called the meeting to order at 9:35 A.M.

14. (Previously tabled at the December 11, 2019 meeting)

Consider a revision to the job specification for Senior Automotive Mechanic Helper. Following review, a motion was made by Commissioner Sullivan to approve the revision made to the Senior Automotive Mechanic Helper, seconded by Commissioner Rauh, all voted in favor: 2-0.

15. (Previously tabled at the December 11, 2019 meeting)

Consider a revision to the job specification for Automotive Mechanic Helper. Following review, a motion was made by Commissioner Sullivan to approve the revision made to the Automotive Mechanic Helper, seconded by Commissioner Rauh, all voted in favor: 2-0.

1. Consider the minutes of the December 11, 2019 meeting. Following review, a motion was made by Commissioner Sullivan to approve the minutes of the December 11, 2019 meeting, seconded by Commissioner Rauh, all voted in favor: 2-0.

2. Establish an eligible list for four (4) years for Police Officer, Exam #67293. Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Police Officer, Exam #67293, seconded by Commissioner Rauh, all voted in favor: 2-0.

3. Establish an eligible list for four (4) years for Police Officer (Spanish Speaking), Exam #67464. Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Police Officer (Spanish Speaking), Exam #67464, seconded by Commissioner Rauh, all voted in favor: 2-0.

4. Review and approve the open competitive exam announcement for Assistant Public Housing Specialist, Exam #63639. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

5. Review and approve the open competitive exam announcement for Public Housing Specialist, Exam #63631. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

6. Review and approve the open competitive exam announcement for Public Housing Specialist (Spanish Speaking), Exam #61606. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

7. Review and approve the promotional exam announcement for Public Housing Specialist, Exam #74451. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

8. Review and approve the open competitive exam announcement for Family Self-Sufficiency Program Coordinator, Exam #63648. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

9. Review and approve the open competitive exam announcement for Executive Secretary, Exam #68641. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

10. Review and approve the open competitive exam announcement for Human Resources Generalist, Exam #60880. Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

11. Consider an MSD-222A to establish one (1) additional position of Assistant Code Inspector. (COT) Following review, a motion was made by Commissioner Sullivan to establish one additional position of Assistant Code Inspector for the City of Troy Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.

12. Consider an MSD-222A to establish two (2) additional positions of Laborer. (COT) Following review, a motion was made by Commissioner Sullivan to establish two additional positions of Laborer for the City of Troy Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.

13. Consider an MSD-222 to establish one (1) new position requested by appointing authority to be titled Project Supervisor. (COT) Following review, a motion was made by Commissioner Sullivan to establish a new position for the City of Troy and to classify the position as Project Supervisor, seconded by Commissioner Rauh, all voted in favor: 2-0.

14. Review and approve the job specification for Project Supervisor (General Services). (COT) Following review, a motion was made by Commissioner Sullivan to approve the job specification for Project Supervisor (General Services), seconded by Commissioner Rauh, all voted in favor: 2-0.

15. Consider an MSD-222 to establish one (1) new position requested by appointing authority to be titled Parking Operations Supervisor. (COT) Following review, a motion was made by Commissioner Sullivan to establish a new position for the City of Troy and to classify the position as Parking Operations Supervisor, seconded by Commissioner Rauh, all voted in favor: 2-0.

16. Review and approve the job specification for Parking Operations Supervisor. (COT) Following review, a motion was made by Commissioner Sullivan to approve the job specification for Parking Operations Supervisor. (COT), seconded by Commissioner Rauh, all voted in favor: 2-0.

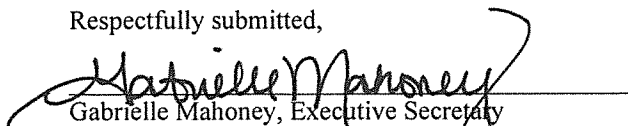
17. Consider an MSD-222A to establish one (1) additional position of School Monitor. (TSD) Following review, a motion was made by Commissioner Sullivan to establish one additional position of School Monitor (TSD) Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.

18. Consider an MSD-222A to establish one (1) additional position of Assistant to the City Clerk. (COT) Following review, a motion was made by Commissioner Sullivan to establish one additional position of Assistant to the City Clerk for the City of Troy Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.

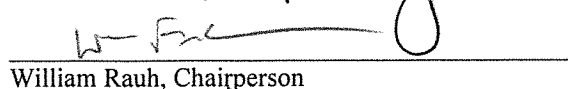
A motion was made by Commissioner Sullivan to adjourn the meeting at 10:00 A.M., seconded by Chairperson Bill Rauh, all voted in favor: 2-0.

The next meeting is tentatively scheduled for February 18, 2020 at 9:30 A.M.

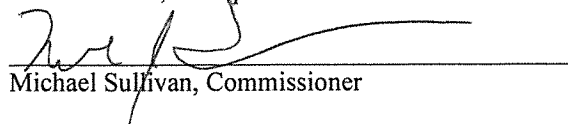
Respectfully submitted,



Gabrielle Mahoney, Executive Secretary



William Rauh, Chairperson



Michael Sullivan, Commissioner