

TROY CIVIL SERVICE COMMISSION
Minutes of Meeting
Tuesday, October 1, 2019
9:30 A.M.
Main Conference Room
Troy City Hall
433 River Street (Hedley Building), Suite 5001

Present: Chairperson Bill Rauh, Commissioner Mike Sullivan, Executive Secretary Gabrielle Mahoney

Guests: Joy Charde

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

1. **Consider the minutes of the August 20, 2019 meeting.** Following review, a motion was made by Commissioner Sullivan to approve the minutes of the August 20, 2019 meeting, seconded by Commissioner Rauh, all voted in favor: 2-0.
2. **Establish an eligible list for four (4) years for Assistant Water Plant Operator/Trainee (open competitive) Exam #1905.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Assistant Water Plant Operator/Trainee Exam #1905, seconded by Commissioner Rauh, all voted in favor: 2-0.
3. **Establish an eligible list for four (4) years for Firefighter/Paramedic (open competitive) Exam #66599.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Firefighter/Paramedic Exam #66599, seconded by Commissioner Rauh, all voted in favor: 2-0.
4. **Establish an eligible list for four (4) years for Fire Lieutenant (promotional) Exam #77787.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Fire Lieutenant Exam #77787, seconded by Commissioner Rauh, all voted in favor: 2-0.
5. **Establish an eligible list for four (4) years for Fire Captain (promotional) Exam #77788.** Following review, a motion was made by Commissioner Sullivan to establish an eligible list for four years for Fire Captain Exam #77788, seconded by Commissioner Rauh, all voted in favor: 2-0.
6. **Review a lateral transfer request from the Troy Public Library of one (1) Librarian I from Voorheesville Public Library (Albany County Civil Service). (TPL)** Following review, a motion was made by Commissioner Sullivan to approve the lateral transfer for Librarian I, seconded by Commissioner Rauh, all voted in favor: 2-0.
7. **Consider an MSD-222A to establish one (1) additional position of Auto Mechanic Helper. (COT)** Following review, a motion was made by Commissioner Sullivan to establish

one additional position of Auto Mechanic Helper for the City of Troy Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.

8. **Consider a revision to the job specification for Building Maintenance Person and Building Maintenance Person (TSD).** The revision proposed to the job specification is to the minimum qualifications of the position. The minimum level of education that is required of the position shall be lowered to allow more candidates, whom have the ability to perform the duties of the position, to qualify for appointment. This revision is also consistent with the classification plan. Following review, a motion was made by Commissioner Sullivan to approve the revision, seconded by Commissioner Rauh, all voted in favor: 2-0.
9. **Consider a revision to the job specification for Senior Building Maintenance Person.** The revision proposed is to the minimum qualifications of the position. The minimum level of education required of the position shall be lowered to allow more candidates, whom have the ability to perform the duties of the position, to qualify for appointment. The difference between the Senior Building Maintenance Person and the Building Maintenance Person is the increase in the number of years of experience that is required. This revision is also consistent with the classification plan. Following review, a motion was made by Commissioner Sullivan to approve the revision, seconded by Commissioner Rauh, all voted in favor: 2-0.
10. **Consider an MSD-222A to establish one (1) additional position of Building Maintenance Mechanic. (TSD)** Following review, a motion was made by Commissioner Sullivan to establish one additional position of Building Maintenance Mechanic for the Troy School District Appointing Authority, seconded by Commissioner Rauh, all voted in favor: 2-0.
11. **Review and approve the promotional exam announcement for Assistant Fire Chief, Exam # 79879.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
12. **Review and approve the promotional exam announcement for Battalion Fire Chief, Exam #79882.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
13. **Review and approve the promotional exam announcement for Deputy Fire Chief, Exam #79863.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.
14. **Review and approve the promotional exam announcement for Fire Chief, Exam #79864.** Following review, a motion was made by Commissioner Sullivan to approve the exam announcement, seconded by Commissioner Rauh, all voted in favor: 2-0.

A motion was made by Commissioner Sullivan to adjourn the meeting at 9:56 A.M., seconded by, Chairperson Bill Rauh, all voted in favor: 2-0.

The next meeting is tentatively scheduled for October 15, 2019 at 9:30 A.M.

Respectfully submitted,

Gabrielle Mahoney, Executive Secretary



William Rauh, Chairperson



Michael Sullivan, Commissioner