



Mayor Jared M. Kraham

Office of the Civil Service Commission

Kent Drake-Deese, Personnel & Safety Director

*Richard A. Bucci, Commissioner
Catherine Furner, Commissioner
Eileen Fitzgerald, Commissioner*

CIVIL SERVICE COMMISSION MEETING MINUTES **Personnel/Civil Service Office, 38 Hawley Street, Binghamton** **3:00 pm Wednesday, August 7, 2024**

- I.** Call to Order: 3:00 PM
- II.** Present: Richard Bucci, Eileen Fitzgerald, Kent Drake-Deese, Jaime Allen and Bob Heary (First Assistant Corporation Counsel) Absent: Catherine Furner
- III.** Approve the minutes from the July 17, 2024 meeting
Motion: Fitzgerald
Second: Bucci
- IV.** New Business:
Assistant Corporation Counsel job description update by Corporation Counsel Sophie Bergman.
Bob Heary, First Assistant Corporation Counsel, explained they are cleaning up some of the language and updating the job spec to reflect the position more accurately.
Motion: Fitzgerald
Second: Bucci
All in favor
- V.** Other Business:
Eligible lists established for: Bookkeeper, Account Clerk II, Junior Accountant, Senior Account Clerk Typist and Confidential Senior Account Clerk for the Binghamton Johnson City Joint Sewage Treatment Plant
Motion to accept: Fitzgerald
Second: Bucci
- VI.** Next meeting: August 21st @ 3 pm
- VII.** Adjournment: 3:06 pm
Motion: Fitzgerald
Second: Bucci