



Office of the Civil Service Commission

Richard C. David, Mayor

*Sharon Sorkin, Acting Personnel & Safety Director
Leana Testani, Assistant Director of Personnel & Safety*

*Patrick O' Day, Commissioner
Catherine Furner, Commissioner
Eileen Fitzgerald, Commissioner*

**CIVIL SERVICE COMMISSION MEETING MINUTES
Personnel/Civil Service Office, 38 Hawley Street, Binghamton
3pm Wednesday, May 19, 2021**

- I. Call to Order at 3:07pm
- II. Present: Catherine Furner and Eileen Fitzgerald
Also Present: Leana Testani (Assistant Director of Personnel)
- III. Approve the minutes from the April 21, 2021 meeting
Motion: Furner
Second: Fitzgerald
All in favor
- IV. New Business:
 - a. Amended job description, Teacher Aide, presented by Leana Testani

Testani explained that the amendment is to incorporate handicap duties to the Teacher Aides job duties; which is overall a more accurate description and more easily allow the School District cross train.

Motion to approve: Furner
Second: Fitzgerald
All in favor
- V. Adjournment
Next meeting will be held June 23, 2021 at 3pm
Motion to adjourn: Furner
Second: Fitzgerald
Time: 3:09pm