



Office of the Civil Service Commission

Richard C. David, Mayor

Patricia Keppler, 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, October 28, 2020**

- I. Call to Order at 3:01pm
- II. Present: Catherine Furner, Patrick O'Day, and Eileen Fitzgerald
Also Present: Leana Testani (Assistant Director of Personnel), Trish Keppler (Director of Personnel), and Kenneth Frank (Corporation Counsel)
- III. Approve the minutes from the September 23, 2020 meeting
Motion: Furner
Second: Fitzgerald
All in favor
- IV. New Business:
 - a. Update Memo from 9/25/2019: Typing Performance Test (attached)

Testani explained that the surrounding municipalities have discontinued typing exams for all titles due to the nature of typing today. The time to evaluate skills is during the provisional and/or probationary period. Keppler explained that positions today do not require the keyboarding skills as in the past.

Motion to approve the discontinuation of typing portion of exams: O'Day
Second: Fitzgerald
All in favor
 - b. Residency Waiver, presented by Kenneth Frank, Corporation Counsel

Keppler made the Commission aware that the typical process was approval from the Mayor and she did not have it at this time. O'Day stated that he spoke to the Mayor about this and was given the okay. Frank stated that the Mayor interviewed the candidates and said to move forward. Keppler again stated that she had no knowledge and was awaiting an answer from the Mayor. In addition, Keppler also stated that voting on residency waivers for applicants who have not received offers (back up waivers) was a deviation from the normal process followed by the commission.

Frank asked for two temporary waivers of residency. If the first candidate turns down the offer, instead of coming back to Commission for approval, he will already have it.

Motion to approve two temporary, 45 day waivers of residency for the Assistant Corporation Council applicants: Furner
Second: Fitzgerald
All in favor

c. Residency Waiver update on Raja Sekharan

O'Day asked Frank on an update regarding an approved waiver for Sekharan. Frank explained that Sekharan has not moved into Broome County as of yet due to some complications. He also suggested that a deadline to move would be beneficial.

Motion to give Sekharan a deadline of November 20, 2020 to move into Broome County: Furner
Proof must be given to Civil Service Office.
Second: Fitzgerald
All in favor

V. Established Lists: Assistant Engineer, Parks Small Engine Equipment Repair Mechanic, Wastewater Pump Maintainer, Wastewater Treatment Plant Mechanic

VI. Adjournment

Next meeting will be held November 18, 2020 at 3pm

Motion to adjourn: O'Day

Second: Furner

Time: 3:10pm