



# 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*

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**CIVIL SERVICE COMMISSION MEETING AGENDA**  
**Personnel/Civil Service Office, 38 Hawley Street, Binghamton**  
**3pm Wednesday, March 24, 2021**

- I. Call to Order
- II. Approve the minutes from the February 24, 2021 meeting
- III. New Business:
  - a. Adoption of new job description, WWTP Electrical Engineer, presented by Ed Crumb
- IV. Business:
  - a. Addition of Program Assistant positions, Police Department, presented by Lori Clift
  - b. Addition of Administrative Assistant position, Police Department, presented by Lori Clift
  - c. Amended Contract Administrator job description, BHA, presented by Elaine Miller
  - d. Adoption of new job description, Cleaner (part-time), presented by Leana Testani
- V. Adjournment