



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** **3pm Wednesday, November 16, 2022**

- I. Call to Order: 3:03 pm
- II. Present: Furner, Fitzgerald, Bucci
- III. Approve the minutes from the October 19, 2022 meeting
Motion: Bucci
Second: Fitzgerald
(3-0)
- IV. New Business:
 - a. Police Officer job description amendment, presented by Chief Zikuski and Chuck Woody
Discussion- Zikuski, Woody, Bucci, Furner, Sorkin, Allen
Per Bucci/Furner: come back in 6 months to see the additional education requirements after hire
Motion: Fitzgerald
Second: Furner
 - b. New Position for BCSD: *Custodial Supervisor*, presented by Dawne Anna-Adams and Eric Wilson
Discussion – Bucci, Wilson, Anna-Adams,
Motion: Furner
Second: Fitzgerald
 - c. New Position for BCSD: *Director of Facilities III*, presented by Dawne Anna- Adams and Eric Wilson
Discussion – Bucci, Wilson, Anna-Adams, Allen
Motion: Fitzgerald
Second: Furner
 - d. New Position: *Water/Sewer Systems Maintenance Helper*, presented by Jeff Kruger
Discussion – Bucci, Kruger, Furner, Fitzgerald
Motion: Furner
Second: Fitzgerald

- e. Establishment of General Equipment Mechanic eligible list, presented by Jaime Allen

- f. Request for 3rd provisional appt for General Equipment Mechanic, presented by Dan Maerkl
Discussion: Bucci, Maerkl, Furner, Fitzgerald, Sorkin
Motion: Fitzgerald
Second: Furner

- g. New Position for WWTP, *Confidential Senior Account Clerk to the Binghamton-Johnson City Joint Treatment Plant*, presented by Billie Goodson
Discussion: Bucci, Goodson, Furner, Sorkin, Fitzgerald
Hold over until December meeting – want to get an outline of duties/responsibilities from each position

- h. New Position for Parks Department, *Parks Crew Leader*, presented by Pat McGinnis
Discussion: Bucci, McGinnis, Furner
Motion: Furner
Second: Fitzgerald

- i. New Position for Parks Department, *Parks Technician*, presented by Pat McGinnis
Discussion: Bucci, McGinnis
Motion: Furner
Second: Fitzgerald

- j. New Position for Parks Department, *Urban Forester*, presented by Pat McGinnis
Discussion: Bucci, McGinnis
Motion: Fitzgerald
Second: Furner

V. Announcement of Next Meeting: December 21, 2022 (In person)

VI. Adjournment at 3:51pm
Motion: Furner
Second: Fitzgerald
(3-0)