



Mayor Jared M. Kraham

Office of the Civil Service Commission

Kent Drake-Deese, Personnel & Safety Director

Catherine Furner, Commissioner

Eileen Fitzgerald, Commissioner

Richard A. Bucci, Commissioner

CIVIL SERVICE COMMISSION MEETING AGENDA **Personnel/Civil Service Office, 38 Hawley Street, Binghamton** **3pm Wednesday, September 20, 2023**

- I. Call to Order:

- II. Approve the minutes from the August 23, 2023 meeting

- III. New Business: **Desk Audit Job Description updates**
 - Code Enforcement Officer
 - Code Inspector
 - Plumbing Inspector
 - Licensing Clerk
 - Registrar of Vital Statistics
 - Senior Licensing Clerk
 - Recreation Supervisor
 - Recreation Supervisor (Sports & Camps)
 - Recreation Supervisor - Senior Citizens

IV. Other Business:

V. Adjournment: