

CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION

REGULAR MEETING

474 BROADWAY, 3RD FLOOR - MUSIC HALL

WEDNESDAY AUGUST 25TH 2021 9:30AM

AGENDA

Roll Call

Public Comments

Approve July Regular Meeting Minutes

MAYOR

Discuss and Vote on Proposed Revisions to Administer of Planning and Economic Development Job Specification

Approve Provisional Class Appointment(s)

Assistant Building Inspector (1)

DPW

Approve Labor Class Appointment(s)

Laborer (3)

PUBLIC SAFETY

Discuss Firefighter/Paramedic Certification Requirement on Job Specification and Covid

RECREATION

Approve Non Competitive Class Appointment(s)

Recreation Assistant (3)

Recreation Leader (1)

SCHOOL

Approve Provisional Class Appointment(s)

Information Technology Support Technician (1)

Approve Non Competitive Class Appointment(s)

Cook (2)

Clerk (part time) (1)

Groundskeeper (1)

Keyboard Specialist (part time) (1)

Teacher Aide (2)

Approve Labor Class Appointment(s)

School Monitor (1)

CIVIL SERVICE

Discuss 2022 Budget

Discuss Upcoming Police Officer Physical Agility 09/11/21

Establish Eligible List(s)

Senior Library Clerk #63-895 and #74-967 Effective 08/25/21 – 08/25/23

Permanent Appointment from Established Eligible Lists

Catherine Brenner – Librarian III – Effective 09/08/21

Vacancy and/or Exam Announcements

Assistant Building Inspector (Provisional Vacancy Announcement)

Assistant Administrative Director of Recreation (Provisional Vacancy Announcement)

Computer Support Technician (Provisional Vacancy Announcement)

Director of IT (Provisional Vacancy Announcement)

Finance Coordinator (Provisional Vacancy Announcement)

Motor Equipment Operator (Promotional Vacancy Announcement)

Heavy Equipment Operator (Promotional Vacancy Announcement)

Police Lieutenant #71-167 (Exam Announcement)

Resignations or Retirements

Communications Clerk – Rachel Petryna – Resignation Effective 08/27/21

Engineering Technician – Troy Bianco – Resignation Effective 08/16/21

Laborer – Elisabeth LaBreche – Resignation Effective 08/16/21

Prepared by: Corissa Salvo, Civil Service Coordinator