PRESENT: CHAIRPERSON HOLMES
COMMISSIONER LEIDIG
COMMISSIONER ZANGRANDO

ANNOUNCEMENT OF RECORDING OF PROCEEDINGS
The proceedings of this meeting are audio recorded for the benefit of the Commissions Coordinator who acts as Secretary. Because minutes are not a verbatim record of the proceedings, the minutes are not a word for word transcript of the recordings. The meetings will be live streamed and the video archive posted on the website.

CHAIRPERSON HOLMES CALLED THE REGULAR MEETING TO ORDER AT 9:79am and opened the public comment section. There being no one to speak, the public comment section was closed.

PUBLIC SAFETY
Acting Fire Chief Dyer appeared before the commission to discuss the potential of accepting a lateral transfer of one Firefighter Paramedic from Troy Fire Department. After a brief discussion, and the commission ensuring each component of the hiring process would be completed, the commission agreed to accept this lateral transfer. No offer of employment has been made up to this point. Commissioner Zangrando made a motion to accept one lateral transfer from Troy Fire Department. Seconded by Commissioner Leidig. Motion carries unanimously.

Chairperson Holmes made a motion to approve the following extension of a temporary appointment. Seconded by Commissioner Leidig. Motion carries unanimously.

Fire Chief Aaron Dyer
Effective 04/26/23 – 05/19/23
05/20/23 – 06/18/23

Commissioner Leidig made a motion to approve the following Labor Class appointments. Seconded by Commissioner Zangrando. Motion carries unanimously.

Laborer Liam Armstrong
Effective 05/30/23 – 09/01/23
Laborer Thomas Armstrong
Effective 05/30/23 – 09/01/23
Laborer Shawn DeGaray
Effective 05/30/23 – 09/01/23

ACCOUNTS
Deputy Commissioner Connors appeared before the commission to discuss the request for a proposed new position of one Accounts Department Office Supervisor (Competitive). After some discussion, Commissioner Moran also appeared to speak on the request. Commissioner Leidig made a motion to approve the new position of one Accounts Department Office Supervisor (competitive). Seconded by Commissioner Zangrando. Motion carries unanimously.

Commissioner Leidig made a motion to approve the following provisional appointment. Seconded by Commissioner Zangrando. Motion carries unanimously.

Assistant Assessor David Eaton
Effective 05/15/23

MAYOR
Deputy Mayor Rella appeared before the commission to discuss the request for a proposed new position of one Mayor’s Purchasing Coordinator (competitive). After some discussion, Commissioner Zangrando made a motion to approve the new position of one Mayor’s Purchasing Coordinator. Seconded by Chairperson Holmes. Motion carries unanimously.

Chairperson Holmes made a motion to approve the following provisional appointment. Seconded by Commissioner Zangrando. Motion carries unanimously.

Administrator of Parks, Open Lands and Historic Preservation Jenn Dunn
Effective 05/15/23

Commissioner Leidig made a motion to approve the following Exempt Class appointment. Seconded by Commissioner Zangrando. Motion carries unanimously.

Executive Assistant Melissa Briggs
Effective 05/15/23 - 12/31/23

DPW
Commissioner Leidig made a motion to approve the following provisional appointment. Seconded by Commissioner Zangrando. Motion carries unanimously.

DPW Coordinator Megan Erbacher
Effective 05/01/23
RECREATION
Commissioner Zangrando made a motion to approve the following non competitive class appointments. Seconded by Commissioner Leidig. Motion carries unanimously.

**Recreation Leader**
- Tony Devizzio
  
  Effective 05/23/23 – 09/08/23

**Recreation Specialist**
- Charles Barnes
  
  Effective 05/19/23 – 11/17/23

SCHOOL
Commissioner Leidig made a motion to approve the following School items en boc. Seconded by Commissioner Zangrando. Motion carries unanimously.

**Provisional Appointments**
- **Director of Transportation**
  - Karin Baumann
  
  Effective 04/24/23

- **Senior Account Clerk**
  
  Effective 05/01/23

**Leave of Absence**
- **Custodian**
  - Dawn Duerr
  
  Effective 03/20/23 – 06/16/23

- **School Bus Assistant**
  - Sherry Hollner
  
  Effective 03/08/23 – 04/14/23

- **School Bus Driver**
  - Kevin Kvinlavy
  
  Effective 03/15/23 – 04/05/23

**Reinstatement**
- **School Monitors**
  - Robin Colonell
  
  Effective 05/10/23

**Labor Class Appointments**
- **Food Service Helpers**
  - Jean Crumb
  
  Effective 05/01/23

- **Food Service Helpers**
  - Mary Jo Healey
  
  Effective 05/10/23

- **Food Service Helpers**
  - Marissa Shea
  
  Effective 05/03/23

- **Food Service Helpers**
  - Julie Sitts
  
  Effective 04/01/23

- **School Monitors**
  - Stephanie Barss
  
  Effective 05/12/23

- **School Monitors**
  - Marissa Shea
  
  Effective 05/03/23

- **School Monitors**
  - Kasha Thomas
  
  Effective 04/19/23

- **School Monitors**
  - Christine Wait
  
  Effective 04/17/23

**Non Competitive Class Appointments**
- **Clerks (part time)**
  - Linda Allen
  
  Effective 05/10/23

- **Clerks (part time)**
  - Stephanie Barss
  
  Effective 05/12/23

- **Clerks (part time)**
  - Diana Juracka
  
  Effective 04/17/23

- **Clerks (part time)**
  - Christine Wait
  
  Effective 04/17/23

- **Head Automotive Mechanic**
  - Evan Ross
  
  Effective 03/01/23

- **Keyboard Specialists (part time)**
  - Linda Allen
  
  Effective 05/23/23

- **Keyboard Specialists (part time)**
  - Stephanie Barss
  
  Effective 05/12/23

- **Keyboard Specialists (part time)**
  - Diane Juracka
  
  Effective 04/17/23

- **Keyboard Specialists (part time)**
  - Christine Wait
  
  Effective 04/17/23

- **Maintenance Worker**
  - Scott Dingmon
  
  Effective 05/18/23

- **School Bus Assistants**
  - Jennifer Wofe
  
  Effective 05/10/23

- **School Bus Drivers**
  - Matthew Couch
  
  Effective 04/03/23

- **School Bus Drivers**
  - Kim Coulombe
  
  Effective 04/12/23

- **School Bus Drivers**
  - Jason Mynafo
  
  Effective 04/13/23

- **School Bus Drivers**
  - John Rigg
  
  Effective 04/13/23

- **Teacher Aides**
  - Linda Allen
  
  Effective 05/10/23

- **Teacher Aides**
  - Stephanie Barss
  
  Effective 05/12/23

- **Teacher Aides**
  - Jennifer Cinquanti
  
  Effective 03/01/23

- **Teacher Aides**
  - Tiffany Dylessis
  
  Effective 04/24/23

- **Teacher Aides**
  - Kaitlyn Jacob
  
  Effective 04/27/23

- **Teacher Aides**
  - Christina Pilkington
  
  Effective 04/19/23

- **Teacher Aides**
  - Michelle Uvyn
  
  Effective 04/17/23

- **Teacher Aides**
  - Christine Wait
  
  Effective 04/17/23

- **Teacher Aides**
  - Diana Juracka
  
  Effective 04/17/23

**Completed Probationary Periods**
- **Keyboard Specialists**
  - Amber McIntosh
  
  Effective 01/24/23

CIVIL SERVICE

**Establish Eligible Lists**

- Archivist #63-905
- Computer Support Technician #68-452
- Director of Information Technology #68-287
- Information Security Analyst #62-428
- Information Technology Support Technician #62-383
- Micro Systems Computer Manager #67-889 and #76-702
Appointments from Established Eligible Lists

Administrative Assistant #62-341          Hilary Oreschnick          Effective 05/08/23
Clerk #10-323                             Michelle Baker           Effective 03/01/23
Community Development Planner #66-243     Amber Upton              Effective 02/22/23
Custodian #10-623                          Paula Canary             Effective 04/24/23
Custodian #10-623                          Greg LaPann              Effective 04/25/23
Custodian #10-623                          Kim Staunche             Effective 04/20/23
Custodian #10-623                          Michael Rivers VanAuken  Effective 04/22/23
Grants Assistant #63-744                   Michael Dutre            Effective 02/22/23

Exam and Vacancy Announcements

*REMINDER* civil service announces and administers exams (#) whether there is a current vacancy or not, as civil service is responsible for having established eligible lists in the event of a vacancy*

Laborer – Casino in Congress Park
Police Officer #63-2996
Principal Account Clerk (SSPL) - Provisional Vacancy Announcement
Traffic Control Maintainer I - Provisional Vacancy Announcement
Traffic Control Maintainer II - Provisional Vacancy Announcement

Retirements/Resignations

Clerk                                      Sommer Conklin           Resignation Effective 04/29/23
Clerk                                      Carmina Miller           Retirement Effective 06/30/23
Director of Risk and Safety                 Marilyn Rivers           Retirement Effective 04/10/23
Executive Assistant to the Mayor           Jennette Dunn Mungas     Resignation Effective 05/12/23
Food Service Helpers                       Kassandra Roach           Resignation Effective 04/22/23
Keydboard Specialist                       Karin Baumann            Resignation Effective 04/24/23
Keydboard Specialist                       Patricia Klaus             Resignation Effective 05/13/23
Keydboard Specialist                       Shirley Neander           Retirement Effective 06/30/23
Police Department Records Management Clerk Siobhan Buskey         Resignation Effective 05/05/23
Police Officer                             Alec Sparks              Resignation Effective 04/28/23
Public Safety Dispatcher                   Aaron Duell              Resignation Effective 06/09/23
School Bus Drivers                         Erin Smith Anthony        Resignation Effective 04/03/23
School Bus Drivers                         Paula Canary              Resignation Effective 04/24/23
School Monitors                            Tiffany Duplessis        Resignation Effective 04/24/23
School Monitors                            Christina Pilkington     Resignation Effective 04/19/23
School Monitors                            Alyssa Pollock           Resignation Effective 03/13/23
Senior Typist                              Kathleen Coleman         Resignation Effective 07/01/23
Teacher Aides                              Rogann Beagle            Retirement Effective 03/31/23
Teacher Aides                              Milena Giraldo Lopez    Resignation Effective 04/18/23
Teacher Aides                              Michelle Uvyn            Resignation Effective 04/06/23
Traffic Control Maintainer II              Brandon Degener          Resignation Effective 05/25/23

Prepared by: Corissa Salvo

CSC approved ___06/28/23_______