

Action	County	State	Title	Department
November 18, 2022				
1. *MINUTES OF PREVIOUS MEETING				
2. DELEGATION RATIFICATION			Vacant Exempts	S & V
3. EXT OF CURRENT LIST	20316		Info Tech App Spec I	C - Depts S BOCES & NHCC
4. NEW CLASS SPEC			Legal Secy IV	C - County
5. REVISED SPEC/CHANGE IN NOMENCLATURE			Youth Bd Runaway Yth Pgm Coord/Yth Pgrm Coord	C - comp
6. VACANT EXEMPT			(2) Titles	C & T - OB

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: **NOV 18 2022**

ITEM NUMBER: 2

TO: Civil Service Commission
FROM: Administration Unit
DATE SUBMITTED: November 18, 2022
SUBJECT: **GENERAL DELEGATION RATIFICATIONS**

Per Resolution No. 087/2022 (General Session) The Commission shall include in the duties of the Executive Director the review and determination of the matters set forth and prepare a monthly memorandum for the Commission for inclusion on an agenda for ratification of the matters and reflect such actions in the executive session minutes.

The Executive Director has made the following decisions on November 14, 2022:

NOVEMBER 14, 2022

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
School District Auditor	S - Hempstead	VACANT EXEMPT - 1 position - 41.2 Effective: 11/7/22	OK to certify
School District Clerk	S - West Hempstead	VACANT EXEMPT - 1 position - 41.2 Effective: 11/10/22	OK to certify
School District Treasurer	S - Farmingdale	VACANT EXEMPT - 1 position - 41.2 Effective: 10/31/22	OK to certify
School District Clerk	S - Uniondale	VACANT EXEMPT - 1 position - 41.2 Effective: 11/2/22	OK to certify
Secretary to Library Board	V - Valley Stream	VACANT EXEMPT - 1 position - 41.2 Effective: 11/9/22	OK to certify
Village Treasurer	V - Sea Cliff	VACANT EXEMPT - 1 position - 41.2 Effective: 1/21/23	OK to certify

It is recommended that the Executive Director's actions be ratified.

Please advise.

() Approved
as submitted

() Disapproved
as submitted

() Other

C.S.C. Meeting of _____
Resolution No. _____

18 NOV 2022

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COMMISSIONERS
CARNELL T. FOSKEY
MICHAEL M. DELUCA
STEVEN R. MARKOWITZ



EXECUTIVE DIRECTOR
MARTHA KRISSEL, ESQ.

**NASSAU COUNTY
CIVIL SERVICE COMMISSION**
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REQUEST TO EXTEND CURRENT LISTS
October 27, 2022

The following list is being submitted to remain active until 11/18/22 – this is to allow BOCES to complete their canvass.

Current list

Information Technology Application Specialist #20316

Approved

Disapproved Other

C.S.C. Meeting of 18 NOV 2022
Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 18 NOV 2022

ITEM NO.: 4

TO : **Civil Service Commission**

FROM : **Classification**

DATE SUBMITTED: **November 14, 2022**

SUBJECT : **New Title and Specification**

The District Attorney has requested the creation of the competitive title of Legal Secretary IV and approval of four positions. These positions will provide executive level secretarial support to the four divisions: Administration, Litigation, Investigations and Special Proceedings.

Classification recommends the adoption of the specification for Legal Secretary IV, and approval of the four requested positions.

Approved
as submitted

Disapproved
as submitted

Other

C.S.C. Meeting of 18 NOV 2022
DATE

Resolution No.

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 18 NOV 2022

ITEM NO.: 5

TO : **Civil Service Commission**

FROM : **Classification**

DATE SUBMITTED: **November 14, 2022**

SUBJECT : **Revised Class Specification with Change in Nomenclature**

The Nassau County specification for the competitive title Youth Board Runaway Youth Program Coordinator is being revised to expand the services being provided to include youth at risk of involvement with law enforcement, and to remove references to County agencies no longer in place.

Therefore, Classification recommends the revised specification be adopted and the nomenclature be changed from Youth Board Runaway Youth Program Coordinator to Youth Program Coordinator.

Approved
as submitted

Disapproved
as submitted

Other

C.S.C. Meeting of 18 NOV 2022
DATE

Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 18 NOV 2022

ITEM NO.: 6

TO : Civil Service Commission
FROM : Classification
DATE SUBMITTED : November 14, 2022
SUBJECT : Review of Vacant Exempt Positions Summary

<u>TITLE</u>	<u>JURISDICTION</u>
Traffic Prosecutor Backdate 11/14/22	County
Administrative Assistant to Town Board Backdate 10/27/22	T – Oyster Bay

Civil Service Law § 41.2

Approved as submitted Disapproved as submitted Other C.S.C. Meeting of 18 NOV 2022
DATE
Resolution No. _____