

Action	County	State	Title	Department
September 29, 2022				
1. *MINUTES OF PREVIOUS MEETING				
2. DELEGATION RATIFICTION			Various	Various
3. CERTIFY APPROP LIST	1016D		Clerk-Typist I, Bil (Spanish)	T - OB/ C - Depts V S L D BOCES & NHCC
4. NEW POSITION			Sr. Citizen Pgrm Development Spec (PT)	V - NHP
5. NEW TITLE/NEW SPEC			Special Qualifications Coordinator	C - County
6. RATIFICATION			VACANT EXEMPTS	C - County
7. RESIDENCY RESOLUTION			List Certification	L - Merrick
8. REVISED SPEC			Various	T & V
9. VACANT EXEMPT			(5) Titles	T - OB

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 29 SEP 2022

ITEM NUMBER: 2

TO: Civil Service Commission
FROM: Administration Unit
DATE SUBMITTED: September 29, 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 September 23, 2022:

SEPTEMBER 23, 2022

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
School District Treasurer	S - Malverne	VACANT EXEMPT - 1 position - 41.2 Effective: 9/28/22	OK to Certify
School District Auditor	S - Syosset	VACANT EXEMPT - 1 position - 41.2 Effective: 8/31/22	OK to Certify
Secretary	D - Rockville Centre Housing Authority	VACANT EXEMPT - 1 position - 41.2 Effective: 9/22/22	OK to Certify
Treasurer, Vocational Education & Ext Bd	D - VEEB	VACANT EXEMPT - 1 position - 41.2 Effective: 9/16/22	OK to Certify
Deputy Village Clerk-Treasurer	V - Old Westbury	VACANT EXEMPT - 1 position - 41.2- Effective 9/30/22	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 29 SEP 2022

Resolution No. _____

CALENDAR OF: 29 SEP 2022

ITEM NO: 3

TO: Civil Service Commission

FROM: Mark Murray, Placement Division


DATE SUBMITTED: September 29, 2022

SUBJECT: Clerk-Typist I, Bilingual (Spanish)
List # 1016D established May 20, 2022 for Nassau County
Departments, Villages, School Districts, Libraries, Special
Districts, BOCES, and NHCC.

The Town of Oyster Bay has requested a certification of names in the title of Clerk-Typist I, Bilingual (Spanish). There is no list for their agency under that title.

There is, however, Clerk-Typist I, Bilingual (Spanish), List #1016D established May 20, 2022 for Nassau County Departments, Villages, School Districts, Libraries, Special Districts, BOCES, and NHCC.

The specifications are comparable. Therefore, we recommend that List # 1016D, Clerk-Typist I, Bilingual (Spanish), be made appropriate for certification to the Towns of North Hempstead and Oyster Bay in the title of Clerk-Typist I, Bilingual (Spanish) in conformance with rule 16 (1) of the Civil Service Rules of the Nassau County Civil Service Commission.


Placement/MM

Approved
As submitted

Disapproved
As submitted

Other

C.S.C. Meeting of 29 SEP 2022
Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 29 SEP 2022

ITEM NO.: 4

TO : **Civil Service Commission**
FROM : **Classification**
DATE SUBMITTED: **09/21/2022**
SUBJECT : **Request for Classification of New Position**

The Village of New Hyde Park has requested the classification of one position of Senior Citizen Program Development Specialist (Part-Time) in the noncompetitive class. One position of Senior Citizen Program Development Specialist (Part-Time) is already allowed in the Village of Rockville Centre.

Classification recommends that this position be classified as Senior Citizen Program Development Specialist (Part-Time), and, subject to the approval of the State Civil Service Commission, one position be placed in the noncompetitive class in the Village of New Hyde Park.

Approved as submitted Disapproved as submitted Other

C.S.C. Meeting of: 29 SEP 2022
DATE

Resolution No

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: _____

ITEM NO.: 5

TO : **Civil Service Commission**
FROM : **Classification**
DATE SUBMITTED: **09/21/2022**
SUBJECT : **Request for Classification of New Title**

The Department of Civil Service has requested the classification of a new title to serve as a coordinator between the Qualifications Unit and Law Enforcement in retrieving and reviewing confidential background information for candidates seeking public sector employment.

Classification recommends that this position be classified as Special Qualifications Coordinator, that the attached specification be adopted, and that, subject to the approval of the State Civil Service Commission, 2 Noncompetitive (Phi) positions be placed under appendix B in the Department of Civil Service.

Approved as submitted Disapproved as submitted Other C.S.C. Meeting of: _____
DATE
Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: SEPT 29 2022

ITEM NUMBER: 6

TO: Civil Service Commission
FROM: Administration Division
DATE SUBMITTED: September 29, 2022
SUBJECT: **RATIFICATION APPROVAL**

The Commission reviewed the below requests and resolved the following:

<u>TITLE/ JURISDICTION</u>	<u>ACTION</u>	<u>DECISION</u>	<u>DATE</u>
Commissioner of Corrections_C - Sheriff	VACANT EXEMPT (41.2) – 1 position Effective September 6, 2022	APPROVED	9/13/22
Traffic Prosecutor -C - Traffic Parking Violations Agency	VACANT EXEMPT (41.2) – 1 position Effective September 1, 2022	APPROVED	9/15/22

It is recommended that the Commission's actions be ratified.

Please advise.

Approved
as submitted

Disapproved
as submitted

Other

C.S.C. Meeting of 29 SEP 2022

Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 29 SEP 2022

ITEM NO: 7

TO: Civil Service Commission
FROM: Placement
DATE SUBMITTED: September 29, 2022
SUBJECT: RESIDENCY RESOLUTION for Merrick Library

Attached is a copy of a June 22, 2022, resolution submitted by the Merrick Library Board of Trustees asking that their district be allowed to change their residency resolution regarding list certification. Their current resolution, adopted in March of 1967, states that residents of the Merrick Library District be given preference in terms of list certification. They are asking to change this resolution so that appointments be made in strict score order with no regard to residency.

Section 23 (4A) of McKinney's Consolidated Laws of New York allows for such a residency resolution.

The purpose of this action is to ask the Commission to decide to grant this request.

Approved As submitted Disapproved As submitted Other

C.S.C. Meeting of 29 SEP 2022
Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 29 SEP 2022

ITEM NO.: 8

TO : Civil Service Commission
FROM : Classification
DATE SUBMITTED: September 29, 2022
SUBJECT : Revised Class Specifications Summary

<u>TITLE</u>	<u>JURISDICTION</u>
Horticulture Inspector	Town
Assistant Parking Field Supervisor	Village
Parking Field Supervisor	Village

Approved as submitted Disapproved as submitted Other C.S.C. Meeting of 29 SEP 2022
DATE

Resolution No. _____

NASSAU COUNTY CIVIL SERVICE COMMISSION

CALENDAR OF: 29 SEP 2022

ITEM NO.: 9

TO : Civil Service Commission
 FROM : Classification
 DATE SUBMITTED : September 29, 2022
 SUBJECT : Review of Vacant Exempt Positions Summary

<u>TITLE</u>	<u>JURISDICTION</u>
Deputy Commissioner of Planning & Development Backdate 9/22/22	T – Oyster Bay
Deputy Commissioner of Public Works Backdate 9/6/22	T – Oyster Bay
Deputy Commissioner of Public Works Backdate 9/22/22	T – Oyster Bay
Secretary to Commissioner of Public Safety Backdate 9/13/22	T – Oyster Bay
Special Counsel Backdate 9/8/22	T – Oyster Bay

Civil Service Law § 41.2

() Approved as submitted () Disapproved as submitted () Other C.S.C. Meeting of 29 SEP 2022
 DATE
 Resolution No. _____