



MEETING OF
January 26, 2023

The Nassau County Civil Service Commission met this date at 10:30 a.m. in the Office of the Commission, 40 Main Street, Hempstead, Nassau County, New York.

PRESENT: Carnell T. Foskey, Chairman

 Michael M. DeLuca, Commissioner

 Steven R. Markowitz, Commissioner

 Martha Krisel, Secretary and Chief Examiner

 Barbara Griminger, Personnel Specialist IV

 Angela Grasso, Administrative Officer III

Moved by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried approving the minutes of the previous meeting with any necessary corrections.

001/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the new specification for the title of Interventional Radiologic Technologist as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation.

002/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the new specification for the title of Mental Health Counselor II as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation.

003/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Office of the County Attorney for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is Special Real Estate Assistant, and be it further

RESOLVED, That the tentative specification as submitted by the Executive Director, be approved as the specification for the said position, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said position be placed in the Non-Competitive Class for one position in the Nassau County Office of the County Attorney.

004/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Department of Information Technology for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is Network Specialist III, and be it further

RESOLVED, That the tentative specification as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

005/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Network Specialist I as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

006/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Network Specialist II as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

007/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the title of Mental Health Counselor be revised to Mental Health Counselor I, and be it further

RESOLVED, That the revised specification for the title of Mental Health Counselor I as submitted by the Executive Director be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation.

008/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Network Specialist I as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation.

009/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Network Specialist II as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation.

010/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Parking Meter Service Supervisor as submitted by the Executive Director, be approved as the specification for the said position in the Town Service.

011/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That a change in nomenclature for the title Deputy Director of Administration - Department of Social Services to Deputy Director of Administration be approved, and be it further

RESOLVED, That the revised specification for the title of Deputy Director of Administration as submitted by the Executive Director be approved as the specification for the said position in the County Service.

012/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That a change in nomenclature for the title Director of Administration - Department of Social Services to Director of Administration be approved, and be it further

RESOLVED, That the revised specification for the title of Director of Administration as submitted by the Executive Director be approved as the specification for the said position in the County Service.

013/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Office of the District Attorney has requested that the grade of the titles, Attorney's Assistant I and Attorney's Assistant I, Bilingual be increased from Grade 8 to Grade 9 and Attorney's Assistant II, be increased from grade 10 to grade 11,

RESOLVED, That the Commission approves the grade changes for Attorney's Assistant I, Attorney's Assistant I, Bilingual and Attorney's Assistant II.

014/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 8012D Accounting Assistant I/Account Clerk, Nassau County Departments, School Districts, Libraries, Board of Cooperative Educational Services, Towns, Villages, Special Districts and Nassau Health Care Corporation was established on March 27, 2019, and

WHEREAS a new list for this title has just been established, and

WHEREAS several agencies are completing their canvassing of the aforementioned list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 8012D Accounting Assistant I/Account Clerk, remain in effect while the new list is established and continue until the appointment has been completed.

015/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 68-086 Administrative Officer I/Administrative Officer, Nassau County Departments, School Districts, Board of Cooperative Educational Services, Towns and Nassau Health Care Corporation was established on April 29, 2019, and

WHEREAS a new list for this title has just been established, and

WHEREAS the list is currently being canvassed by the Nassau County Office of the District Attorney and they want to finish canvassing,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 68-086 Administrative Officer I/Administrative Officer, remain in effect while the new list is established and continue until the appointment has been completed.

016/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 6035 Police Communications Operator, Nassau County Police Department, Villages and Port Washington was established on April 24, 2019, and

WHEREAS a new list for this title has just been established, and

WHEREAS the Nassau County Police Department is requesting to keep the current list active,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No.6035 Police Communications Operator, remain in effect while the new list is established and continue until the appointment has been completed.

017/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 9042DP Physicians Assistant II, Nassau Health Care Corporation was established on January 14, 2020, and

WHEREAS a new promotion list for this title has just been established, and

WHEREAS the Nassau Health Care Corporation is requesting to keep the current list active,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 9042DP Physicians Assistant II, remain in effect while the new list is established and continue until the appointment has been completed.

018/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Great Neck Water Pollution Control District for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Secretary, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said position be placed in the Exempt Class, in accordance with Section 41.1 of the Civil Service Law limited to two positions in the Great Neck Water Pollution Control District, effective January 1, 2023.

019/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Old Westbury for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Village Administrator, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said position be placed in the Exempt Class, in accordance with Section 41.1 of the Civil Service Law limited to two positions in the Village of Old Westbury, effective December 23, 2022.

020/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the General Counsel to the Long Island Water Conference, for a waiver of residence for the below seven sewer district specific titles be open to Suffolk County, Westchester County, Rockland County, and the Five Boroughs of New York City, citing recruitment difficulties as justification:

- | | |
|--|--------------------------------|
| Superintendent of Sewer District | Sewage Plant Operator |
| Assistant Superintendent of Sewer District | Sewage Plant Operator Trainee |
| Sewage Plant Supervisor | Sanitary Laboratory Technician |
| Assistant Sewage Plant Supervisor | |

RESOLVED, That the Commission approves a waiver of residence for the seven sewer district specific titles for participation in the examinations open to residents of Suffolk County, Westchester County, Rockland County, and the Five Boroughs of New York City.

021/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy County Clerk in the Nassau County Office of the County Clerk, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 4, 2023.

022/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Executive Director, Commission on Human Rights in the Nassau County Commission on Human Rights, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective December 19, 2022.

023/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Public Administrator in the Nassau County Office of the Public Administrator, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2023.

024/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary in the Nassau County Office of the County Attorney, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 19, 2023.

025/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to County Assessor in the Nassau County Department of Assessment, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 20, 2023.

026/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of School District Treasurer in the Roosevelt Public School, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, December 15, 2022.

027/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary in the Great Neck Water Pollution Control District, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2023.

028/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary in the Inwood Fire District, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 17, 2023.

029/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Town Attorney in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, January 13, 2023.

030/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Board of Trustees in the Village of Upper Brookville, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 17, 2023.

031/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Board of Zoning Appeals in the Village of Mineola, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective April 29, 2023.

032/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Village Administrator in the Village of Old Westbury, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law December 23, 2022.

033/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS per Resolution No. 087/2022, 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 general session minutes, and

WHEREAS the Executive Director has made the following determinations on December 15th, 2022, January 6th, 2023 and January 18th, 2023,

RESOLVED, That the Commission has studied, evaluated and ratified the following actions made by the Executive Director's actions:

DECEMBER 15, 2022

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
School District Clerk	S - Oyster Bay-East Norwich	VACANT EXEMPT - 1 position - 41.2 Effective: 12/5/22	OK to Certify
Clerk to Village Justice	V - New Hyde Pk	VACANT EXEMPT - 1 position - 41.2 Effective: 12/6/22	OK to Certify
Deputy Village Clerk	V - Williston Park	VACANT EXEMPT - 1 position - 41.2 Effective: 12/12/22	OK to Certify

Deputy Village Treasurer	V - Hempstead	VACANT EXEMPT - 1 position - 41.2 Effective: 12/5/22	OK to Certify
Secretary to Board of Zoning Appeals	V - Sands Point	VACANT EXEMPT - 1 position - 41.2 Effective: 12/31/22	OK to Certify
Superintendent of Bldg Dept (Vlg)	V - Mineola	VACANT EXEMPT - 1 position - 41.2 Effective: 12/30/22	OK to Certify

JANUARY 6, 2023

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Treasurer	D - South Farmingdale Fire	VACANT EXEMPT - 1 position - 41.2 Effective: 12/19/22	Ok to Certify
Deputy Village Attorney	V - Hempstead	VACANT EXEMPT - 1 position - 41.2 Effective: 12/15/22	Ok to Certify
Secretary to Board of Zoning Appeals	V - East Rockaway	VACANT EXEMPT - 1 position - 41.2 Effective: 12/12/22	Ok to Certify
Secretary to Board of Zoning Appeals	V - Roslyn	VACANT EXEMPT - 1 position - 41.2 Effective: 12/20/22	Ok to Certify
Secretary to Board of Trustees	V - Sands Point	VACANT EXEMPT - 1 position - 41.2 Effective: 1/3/23	Ok to Certify
Superintendent of Public Works	V - Sands Point	VACANT EXEMPT - 1 position - 41.2 Effective: 12/6/22	Ok to Certify
Secretary to Board of Trustees	V - Sea Cliff	VACANT EXEMPT - 1 position - 41.2 Effective: 1/22/23	Ok to Certify
Superintendent of Building Department (Vlg)	V - Westbury	VACANT EXEMPT - 1 position - 41.2 Effective: 12/6/22	Ok to Certify

JANUARY 18, 2023

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Treasurer	D - South Farmingdale Water	VACANT EXEMPT - 1 position - 41.2 Effective: 1/29/23	OK to Certify

034/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau Health Care Corporation for certification of eligible names for the title of Patient Navigator, and

WHEREAS there is no eligible list in existence at this time for the Nassau Health Care Corporation but there is a list, Patient Navigator, Bilingual (Spanish) established for the Nassau Health Care Corporation, and

WHEREAS the specifications are comparable,

RESOLVED, That the Executive Director is to forward to the Nassau Health Care Corporation eligible list No. 66-582 Patient Navigator, Bilingual (Spanish) to fill the position of Patient Navigator in conformance with Rule 16(1) of the Rules of this Commission.

There being no further business, the Commission adjourned to go into Executive Session.