



MEETING OF

May 24, 2021

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

 Deborah Welt, Assistant Secretary and Chief Examiner

 Angela Grasso, Administrative Officer III

 Jeffrey Hackett, Special Assistant, Civil Service Commission

Moved by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried approving the minutes of the previous meeting.

113/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Hicksville Public School and the Village of Hempstead for certification of eligible names for the title of Administrative Assistant I, and

WHEREAS there is no eligible list in existence at this time for the Hicksville Public School and the Village of Hempstead but there is a list, Administrative Assistant, Bilingual (Spanish) established for Nassau County Departments,

WHEREAS the specifications for Administrative Assistant I and Administrative Assistant, Bilingual (Spanish) are comparable,

RESOLVED, That the Executive Director is to forward to the Hicksville Public School and the Village of Hempstead eligible list No. 68-935 Administrative Assistant, Bilingual (Spanish) to fill the position of Administrative Assistant I in conformance with Rule 16(1) of the Rules of this Commission.

114/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS on August 7, 2018 list No. 67-212 Probation Officer Trainee and list No. 67-213 Probation Officer Trainee, Bilingual (Spanish) were established for Nassau County Department of Probation, and

WHEREAS a new list for the aforementioned titles has just been established, and

WHEREAS there are a number of candidates still available on the older lists,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, the Commission approves the extension of list No. 67-212, Probation Officer Trainee and list No. 67-213, Probation Officer Trainee, Bilingual (Spanish), and it remain in effect until the end of its four years or until exhausted while the new list is established, be approved.

115/2021 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Town of North Hempstead for classification of one 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 Town Historian (Part-Time), 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 limited to one position in the Town of North Hempstead.

116/2021 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Rockville Centre for classification of four new positions together with a statement of duties of the proposed new positions,

RESOLVED, That the Commission certifies that the appropriate civil service title for the positions is Administrative Intern, Temporary (Part-Time) 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 limited to six positions in the Village of Rockville Centre.

117/2021 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the new specification for the title of Administrative Assistant, Bilingual as submitted by the Executive Director, be approved as the specification for the said position in the Village Service.

118/2021 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the New York State Civil Service Commission determinations (545/2019) be accepted.

119/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Automotive Parts Storekeeper as submitted by the Executive Director, be approved as the specification for the said position in the Town Service.

120/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

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

121/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Automotive Parts Storekeeper as submitted by the Executive Director, be approved as the specification for the said position in the School District Service.

122/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

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

123/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

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

124/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Superintendent of Public Works 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.

125/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of School District Treasurer in the Manhasset 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, effective May 24, 2021.

126/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of School District Clerk in the Levittown 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, effective June 5, 2021.

127/2021 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS vacancies have occurred in the position of Assistant Town Attorney in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such positions,

RESOLVED, That the Commission determines that such positions as now constituted are properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law.

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