

Action	Count	State	Title	Department
<b>May 24, 2021</b>				
1. *MINUTES OF PREVIOUS MEETING				
2. CERTIFY APPROP LIST	68-935		Admin Assist I/Admin Assist, Bil (Spanish)	S - Hicksville & V - Hempstead/C - Depts
3. EXT OF LIST	67-212 & 67-213		Probation Officer Trainee & POT, Bil (Spanish)	C - Probation
4. NEW POSITION			Town Historian (Part-Time)	T - North Hempstead
5. NEW POSITION			Administrative Intern, Temporary (Part-Time)	V - Rockville Centre
6. NEW SPEC			Administrative Assistant, Bilingual	V - Villages
7. PUBLIC HEARING DETERMINATIONS				D - NHCC
8. REVISED SPEC			Automotive Parts Storekeeper	T - Town
9. REVISED SPEC			Parking Meter Attendant	D - Special Districts
10. REVISED SPEC			Automotive Parts Storekeeper	S - Schools
11. REVISED SPEC			Automotive Parts Storekeeper	C - County
12. REVISED SPEC			Parking Meter Attendant	V - Villages
13. VACANT EXEMPT			Superintendent of Public Works	V - Old Westbury
14. VACANT EXEMPT			School District Treasurer	S - Manhasset
15. VACANT EXEMPT			School District Clerk	S - Levittown
16. VACANT EXEMPT			Assistant Town Attorney	T - North Hempstead

24 MAY 2021

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



EXECUTIVE DIRECTOR  
MARTHA KRISSEL, ESQ.

DEPUTY EXECUTIVE DIRECTOR  
DEBORAH WELT

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REQUEST TO MAKE LIST COMPARABLE

Date Submitted: May 17, 2021

- 1) We are recommending that List #68-935 Administrative Assistant, Bilingual (Spanish) established for Nassau County Departments, be made comparable for Villages and Schools.

Approved

Disapproved  Other

C.S.C. Meeting of 24 MAY 2021  
Resolution No. \_\_\_\_\_

CALENDAR OF: 24 MAY 2021

ITEM NO: 3

TO: Civil Service Commission

FROM: Placement Division

DATE SUBMITTED: May 14, 2021

SUBJECT: Extension of list after new list is established.  
Probation Officer Trainee, List # 67-212  
Established 8/7/2018 for Department of Probation  
Probation Officer Trainee, Bilingual (Spanish), List # 67-213  
Established 8/7/2018 for Department of Probation

Lists for the subject title have been established. As there are a number of investigated candidates still available on the older lists, the purpose of this action is to ask the commission to allow these lists to remain in existence after the establishment of the new lists.

This is in accordance with Section 56 paragraph 1 of Civil Service Law and it is our recommendation that it be allowed.

Approved  
As submitted

Disapproved  
As submitted

Other

C.S.C. Meeting of 24 MAY 2021  
Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 4

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 14, 2021**  
**SUBJECT** : **Request for Classification of New Position**

The Town of North Hempstead has requested the classification of one new Town Historian (Part-time) position in the non-competitive class.

Recommendation: This position be classified as Town Historian (Part-time), and, subject to the approval of the State Civil Service Commission, one position be placed in the Non-competitive class in the Town of North Hempstead.

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021  
DATE  
Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 5

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **5/17/2021**  
**SUBJECT** : **Request for Classification of New Position**

The Village of Rockville Centre has requested the classification of four new positions of Administrative Intern, Temporary (Part-Time) in the noncompetitive class.

Classification recommends these positions be classified as Administrative Intern, Temporary (Part Time), and, subject to the approval of the State Civil Service Commission, six positions be placed in the noncompetitive class in the Village of Rockville Centre.

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 6

**TO** : **Civil Service Commission**

**FROM** : **Classification**

**DATE SUBMITTED:** **May 17, 2021**

**SUBJECT** : **New Class Specification**

Administrative Assistant, Bilingual – a bilingual variation of the existing title – has been established for the Village Service.

Recommendation: The specification for the bilingual variation of this title be adopted for the Village Service.

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021

DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 7

**TO : Civil Service Commission**

**FROM : Classification**

**DATE SUBMITTED: 5/17/2021**

**SUBJECT : Determinations from the State Civil Service Commission Public Hearing Resolution of December 5, 2019**

The New York State Civil Service Commission ruled on April 21, 2021 on Resolution Number 545/2019 from the Public Hearing held by Nassau County Civil Service on December 5, 2019

SPECIAL DISTRICT SERVICE  
APPENDIX A  
EXEMPT POSITIONS  
IN THE NASSAU HEALTH CARE  
CORPORATION

New York State Civil Service Recommendations

ADD:

Grant – ATLS Course Coordinator	Disapproved
Grant – Client and MCM Services Administrator	Disapproved
Grant – Clinical and Basic Scientist	Disapproved
Grant – Counselor/Supervisor	Disapproved
Grant – Educational Outreach Manager	Disapproved
Grant – Healthy Steps Specialist	Disapproved
Grant – Hospital Diversion Counselor	Disapproved
Grant – Information Technology Specialist	Disapproved
3 Grant – Medical Case Managers	Disapproved
2 Grant – Medical Case Manager Technicians	Disapproved
Grant – Mental Health Counselor	Disapproved
Grant – Nurse Navigator – LPN	Disapproved
Grant – Outreach Worker/LRTA Assistant	Disapproved
2 Grant – Patient Navigators	Disapproved
2 Grant – Peer Counselors Breast Feeding	Disapproved
Grant – Peer Educator	Disapproved
Grant – Program Assistant	Disapproved
Grant –Program Coordinator	Disapproved
Grant – Research and QA Assistant	Disapproved
Grant – Wrap Around Program Counselor	Disapproved

Recommendation: Determinations from State be accepted.

( ) Approved as submitted      ( ) Disapproved as submitted      ( ) Other

C.S.C. Meeting of: 24 MAY 2021

DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 8

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 17, 2021**  
**SUBJECT** : **Automotive Parts Storekeeper Specification Revision - Towns**

Automotive Parts Storekeeper may function as a lead worker, but is not a supervisory title. This specification for use in the Town service is being revised to remove references to supervision and to adhere to current specification standards.

Classification recommends the revisions made to this specification be adopted.

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_



**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 9

**TO** : **Civil Service Commission**

**FROM** : **Classification**

**DATE SUBMITTED:** **May 17, 2021**

**SUBJECT** : **Parking Meter Attendant Specification Revision – Special Districts**

The performance of some vehicular and pedestrian traffic direction has been determined to be within the scope of duties of a Parking Meter Attendant. As such, this specification for use in the Special District service is being revised to include such duties, an appropriate hearing test as a requirement, and further revisions to bring the specification in line with current specification writing practices.

Classification recommends the revisions made to this specification be adopted.

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021

DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 10

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 17, 2021**  
**SUBJECT** : **Automotive Parts Storekeeper Specification Revision - Schools**

Automotive Parts Storekeeper may function as a lead worker, but is not a supervisory title. This specification for use in the School District service is being revised to remove references to supervision and to adhere to current specification standards.

Classification recommends the revisions made to this specification be adopted.

Approved  
as submitted

Disapproved  
as submitted

Other

C.S.C.  
Meeting of: 24 MAY 2021

DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 11

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 17, 2021**  
**SUBJECT** : **Automotive Parts Storekeeper Specification Revision - County**

Automotive Parts Storekeeper may function as a lead worker, but is not a supervisory title. This specification for use in the County service is being revised to remove references to supervision and to adhere to current specification standards.

Classification recommends the revisions made to this specification be adopted.

Approved  
as submitted

Disapproved  
as submitted

Other

C.S.C.  
Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 12

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 17, 2021**  
**SUBJECT** : **Parking Meter Attendant Specification Revision – Villages**

The performance of some vehicular and pedestrian traffic direction has been determined to be within the scope of duties of a Parking Meter Attendant. As such, this specification for use in the Village service is being revised to include such duties, an appropriate hearing test as a requirement, and further revisions to bring the specification in line with current specification writing practices.

Classification recommends the revisions made to this specification be adopted.

Approved as submitted       Disapproved as submitted       Other      C.S.C. Meeting of: 24 MAY 2021  
DATE  
Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 13

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 14, 2021**  
**SUBJECT** : **Review of Vacant Exempt Position**

The Village of Old Westbury has requested the classification of one vacant Superintendent of Public Works position in the exempt class.

Since the Nassau County Civil Service Rules allow the Village one Superintendent of Public Works position in the exempt class, and this position is presently vacant, Classification recommends that this position be classified in the exempt class.

Civil Service Law § 41.2

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 14

**TO** : Civil Service Commission  
**FROM** : Classification  
**DATE SUBMITTED:** May 13, 2021  
**SUBJECT** : Review of Vacant Exempt Position

The Manhasset Public School District has requested the classification of one vacant School District Treasurer position in the exempt class.

Since the Nassau County Civil Service Rules allow the District one School District Treasurer position in the exempt class, and this position is presently vacant, Classification recommends that this position be classified in the exempt class.

Civil Service Law § 41.2

Approved as submitted       Disapproved as submitted       Other

C.S.C. Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 15

**TO** : Civil Service Commission  
**FROM** : Classification  
**DATE SUBMITTED:** May 13, 2021  
**SUBJECT** : Review of Vacant Exempt Position

The Levittown Public School District has requested the classification of one vacant School District Clerk position in the exempt class.

Since the Nassau County Civil Service Rules allow the District one School District Clerk position in the exempt class, and this position is presently vacant, Classification recommends that this position be classified in the exempt class.

Civil Service Law § 41.2

Approved  
as submitted

Disapproved  
as submitted

Other

C.S.C. Meeting of: 24 MAY 2021  
DATE

Resolution No. \_\_\_\_\_

**NASSAU COUNTY CIVIL SERVICE COMMISSION**

CALENDAR OF: 24 MAY 2021

ITEM NO.: 16

**TO** : **Civil Service Commission**  
**FROM** : **Classification**  
**DATE SUBMITTED:** **May 14, 2021**  
**SUBJECT** : **Review of Vacant Exempt Positions**

The Town of North Hempstead has requested the classification of two vacant Assistant Town Attorney positions in the exempt class.

Since the Nassau County Civil Service Rules allow the Town four Assistant Town Attorney positions in the exempt class, and two such positions are presently vacant, Classification recommends that these two positions be classified in the exempt class.

Civil Service Law § 41.2

Approved as submitted       Disapproved as submitted       Other      C.S.C. Meeting of: 24 MAY 2021  
DATE  
Resolution No. \_\_\_\_\_