



MEETING OF

April 4, 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  
  
                    Martha Krisel, Secretary and Chief Examiner  
  
                    Barbara Griminger, Personnel Specialist IV  
  
                    Angela Grasso, Administrative Officer III

Moved by Commissioner Foskey, seconded by Commissioner DeLuca, and carried excusing Commissioner Markowitz from attending this meeting.

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

050/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca 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 Admissions Officer I, Bilingual, and

WHEREAS there is no eligible list in existence at this time for the Nassau Health Care Corporation but there are two lists for Admissions Officer I, 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 lists No. 9502D and 2003D Admissions Officer I, Bilingual (Spanish) to fill the position of Admissions Officer I in conformance with Rule 16(1) of the Rules of this Commission.

051/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Office of the County Clerk for certification of eligible names for the title of Clerk-Laborer, and

WHEREAS there is no eligible list in existence at this time for the Nassau County Office of the County Clerk but there are three lists, Clerk-Laborer, Bilingual (Spanish Speaking), District Attorney Process Server Aide I and District Attorney Process Server Aide I, Bilingual, and

WHEREAS the specifications for Clerk-Laborer, Bilingual (Spanish), District Attorney Process Server Aide I, District Attorney Process Server Aide I, Bilingual and Clerk-Laborer are comparable,

RESOLVED, That the Executive Director is to forward to the Nassau County Office of the County Clerk eligible list No. 1015D Clerk-Laborer, Bilingual (Spanish Speaking), eligible list No. 2028D District Attorney Process Server Aide I and eligible list No. 2029 District Attorney Process Server Aide I, Bilingual to fill the position of Clerk-Laborer in conformance with Rule 16(1) of the Rules of this Commission.

052/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS on January 13, 2023, the New York State Civil Service Commission issued a Policy Advisory Report (PAR) announcing the Hiring Emergency Limited Placement (HELP Program), and

WHEREAS the Policy Advisory Report (PAR) offers the local Civil Service Commission the ability to pursue Non-Competitive jurisdictional classification for these critical titles, and

RESOLVED, That subject to the approval of New York State Civil Service Commission, the titles listed below be included in the Rules of this Commission in the Non-Competitive Class in their appropriate jurisdiction with the distinction that these will be designed as part of the HELP Program:

COUNTY SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS

IN THE DEPARTMENT OF **HUMAN SERVICES**

Add:

Psychiatric Social Worker I (HELP Program)  
Psychiatric Social Worker I, Bilingual (HELP Program)

IN THE DEPARTMENT OF **SOCIAL SERVICES**

ADD:

Caseworker I (HELP Program)  
Caseworker I, Bilingual (Spanish) (HELP Program)  
Caseworker I, Bilingual (Haitian-Creole) (HELP Program)  
Child Support Investigator I (HELP Program)  
Child Support Investigator I, Bilingual (Spanish) (HELP Program)  
Social Welfare Examiner I (HELP Program)  
Social Welfare Examiner I, Bilingual (Spanish) (HELP Program)  
Social Welfare Examiner I, Bilingual (Haitian-Creole) (HELP Program)

SPECIAL DISTRICT SERVICE

APPENDIX B

NON-COMPETITIVE POSITIONS

IN THE NASSAU HEALTH CARE CORPORATION

ADD:

Cytotechnologist I (HELP Program)  
Cytotechnologist II (HELP Program)  
Cytotechnologist III (HELP Program)  
Laboratory Technician I (HELP Program)

IN THE NASSAU HEALTH CARE CORPORATION (Cont'd)

ADD:

Laboratory Technician II (HELP Program)  
Medical Social Worker I (HELP Program)  
Medical Social Worker I, Bilingual (HELP Program)  
Medical Technologist I (HELP Program)  
Pharmacy Technician I (HELP Program)  
Pharmacy Technician II (HELP Program)  
Pharmacy Technician III (HELP Program)  
Psychiatric Social Worker I (HELP Program)  
Psychiatric Social Worker I, Bilingual (HELP Program)  
Respiratory Therapist I (HELP Program)  
Respiratory Therapist II (HELP Program)

053/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Commission on Human Rights for classification of 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 Summer Aide, Seasonal, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said positions be placed in the Unclassified Service limited to 999 positions in the Nassau County Commission on Human Rights.

054/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of 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 Clerk to Village Justice, effective March 24, 2023 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 Westbury.

055/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Kensington 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 Police Commissioner, effective March 1, 2023 and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said position be placed in the Unclassified Service limited to one position in the Village of Kensington.

056/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Sanitary District No. 6 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 Maintenance Supervisor, effective March 15, 2023, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said position be placed in the Non-Competitive Service limited to two positions in Sanitary District No. 6.

057/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Department of Human Services for classification of new positions together with a statement of duties of the proposed new positions,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the positions is Community Liaison Specialist I, Bilingual (Spanish), effective February 17, 2023, 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.

058/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Levittown School District the 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 Licensed Behavioral Analyst, 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 School District Service.

059/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Water Authority of Western Nassau County the 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 Purchasing Agent, effective March 16, 2023, 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 Special District Service.

060/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Garden City the 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 Legal Interpreter, Part-Time, effective March 21, 2023, 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 Special District Service.

061/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the Commission has studied, evaluated and ratified their action of approval on the following three items:

<u>TITLE</u>	<u>ACTION</u>	<u>DECISION</u>	<u>DATE</u>
Deputy County Attorney – County Attorney	<b>VACANT EXEMPT 10 positions - 41.2 Eff: 1/17/23</b>	<b>APPROVED</b>	<b>3/2/2023</b>
Director of Construction Services_D - NHCC	<b>WAIVER OF RESIDENCY</b>	<b>APPROVED</b>	<b>3/7/2023</b>
Public Health Nurse I / Public Health Nurse I, Bilingual (Spanish) Exam #9019D	<b>CERTIFY APPROPRIATE LIST C – Health/C – Health &amp; D - NHCC</b>	<b>APPROVED</b>	<b>3/8/2023</b>

062/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca 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 March 1st, 2023, March 9th, 2023 and March 17th, 2023,

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

**MARCH 1, 2023**

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Secretary	D - Great Neck Water Pollution Control District	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 3/1/23</b>	<b>OK to Certify</b>

**MARCH 9, 2023**

<b><u>TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>ACTION</u></b>	<b><u>DECISION</u></b>
Superintendent of Public Works	V - Farmingdale	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 2/28/23</b>	<b>OK to Certify</b>
Superintendent of Public Works	V - Kings Point	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 2/21/23</b>	<b>OK to Certify</b>
Village Treasurer	V - Island Park	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 2/28/23</b>	<b>OK to Certify</b>

**MARCH 17, 2023**

<b><u>TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>ACTION</u></b>	<b><u>DECISION</u></b>
School District Clerk	S - Valley Stream	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 3/15/23</b>	<b>OK to Certify</b>
Deputy Village Clerk	V - Roslyn Harbor	<b>VACANT EXEMPT - 1 position - 41.2 Effective: 3/14/23</b>	<b>OK to Certify</b>

063/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Office of the District Attorney for a waiver of residence to Suffolk County, Kings County, Richmond County, Manhattan, the Bronx, Westchester County and Rockland County for the Special Investigator I titles, and

WHEREAS the Nassau County Office of the District Attorney states, "Due to the highly specialized experience and expertise required to be a special Investigator I...it is imperative that we have a sufficiently wide pool of available candidates...",

RESOLVED, That in accordance with Rule X, subdivision 1 of the Rules of this Commission, the Commission approves a waiver of residence for Special Investigator I titles open to residents of Suffolk County, Kings County, Richmond County, Manhattan, the Bronx, Westchester County and Rockland County.



064/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

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

065/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the title of Mosquito Control Inspector I be revised to Vector Control Inspector I, and be it further

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

066/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the title of Mosquito Control Inspector II be revised to Vector Control Inspector II, and be it further

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

067/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the title of Mosquito Control Supervisor be revised to Vector Control Supervisor, and be it further

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

068/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS vacancies have occurred in the position of Deputy County Attorney in the Nassau County Office of the County Attorney, 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, effective January 17, 2023.

069/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS vacancies have occurred in the position of Traffic Prosecutor (Part-Time) in the Nassau County Traffic and Parking Violations Agency, 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, effective March 7, 2023.

0070/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Clerk to Village Justice in the Village of 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, effective March 24, 2023.

071/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca 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 Roslyn Harbor, 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 March 20, 2023.

072/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Treasurer in the Sanitary District No. 6, 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 March 22, 2023.

073/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the New York State Civil Service Commission has recommended pursuing Non-Competitive jurisdictional classification for titles for which an examination was requested in 2019 or earlier, and no examination has been formally held, and

RESOLVED, That subject to the approval of the New York State Civil Service Commission, the following title be listed in the rules of this Commission in the Non-Competitive Class under Appendix B in the County Service for the Department of Parks, Recreation, and Museums for one position:

- Event Production Project Specialist

and be it further,

RESOLVED, That subject to the approval of the New York State Civil Service Commission, the following titles be listed in the rules of this Commission in the Non-Competitive Class under Appendix B in the Special District Service for the Nassau Health Care Corporation for an unlimited number of positions:

- Certified Surgical Technicians
- Clinical Technicians I (Central Sterile)
- Dental Aides
- Dental Aides, Bilingual
- Neurodiagnostic Technicians
- Neurodiagnostic Technician Trainees
- Ophthalmic Technicians

074/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Civil Service Commission of the County of Nassau, State of New York, duly held a public hearing on April 4, 2023, of which is annexed hereto and made a part of this resolution,

RESOLVED, That this resolution be forwarded to the Civil Service Commission of the State of New York for their review and determinations:

COUNTY SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS

IN THE DEPARTMENT OF **HUMAN SERVICES**

ADD:

- Psychiatric Social Worker I (HELP Program)
- Psychiatric Social Worker I, Bilingual (HELP Program)

IN THE DEPARTMENT OF **SOCIAL SERVICES**

ADD:

- Caseworker I (HELP Program)
- Caseworker I Bilingual (Spanish) (HELP Program)
- Caseworker I Bilingual (Haitian-Creole) (HELP Program)
- Child Support Investigator I (HELP Program)
- Child Support Investigator I Bilingual (Spanish) (HELP Program)
- Social Welfare Examiner I (HELP Program)
- Social Welfare Examiner I Bilingual (Spanish) (HELP Program)
- Social Welfare Examiner I Bilingual (Haitian-Creole) (HELP Program)

SPECIAL DISTRICTS SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS

IN THE NASSAU HEALTH CARE CORPORATION

ADD:

- Cytotechnologist I (HELP Program)
- Cytotechnologist II (HELP Program)
- Cytotechnologist III (HELP Program)
- Laboratory Technician I (HELP Program)
- Laboratory Technician II (HELP Program)
- Medical Social Worker I (HELP Program)
- Medical Social Worker I, Bilingual (HELP Program)
- Medical Technologist I (HELP Program)
- Pharmacy Technician I (HELP Program)
- Pharmacy Technician II (HELP Program)
- Pharmacy Technician III (HELP Program)
- Psychiatric Social Worker I (HELP Program)
- Psychiatric Social Worker I, Bilingual (HELP Program)
- Respiratory Therapist I (HELP Program)
- Respiratory Therapist II (HELP Program)

075/2023 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Civil Service Commission of the County of Nassau, State of New York, duly held a public hearing on April 4, 2023, of which is annexed hereto and made a part of this resolution,

RESOLVED, That this resolution be forwarded to the Civil Service Commission of the State of New York for their review and determinations:

COUNTY SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS

IN THE DEPARTMENT OF PARKS, RECREATION, AND MUSEUMS

ADD:

- Event Production Project Specialist

SPECIAL DISTRICTS SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS

IN THE NASSAU HEALTH CARE CORPORATION

ADD:

- Certified Surgical Technicians

SPECIAL DISTRICTS SERVICE  
APPENDIX B  
NON-COMPETITIVE POSITIONS  
IN THE NASSAU HEALTH CARE CORPORATION (Cont'd)

ADD:

Clinical Technicians I (Central Sterile Technician)  
Dental Aides  
Dental Aides, Bilingual  
Neurodiagnostic Technicians  
Neurodiagnostic Technician Trainees  
Ophthalmic Technicians

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