



MEETING OF

March 27, 2025

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: Michael M. DeLuca, Chairman
Steven R. Markowitz, Commissioner (Via Telecommunication)
Carnell T. Foskey, Secretary and Chief Examiner
Angela Grasso, Director of Administration
Ralph Misiti, Personnel Specialist IV

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

035/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS per Resolutions No. 128/2023 and No. 019/2025 amending Resolution No. 087/2022 and Resolution No. 019/2024, the Commission shall include in the duties of the Civil Service Commission Staff 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 Nassau County Civil Service Commission Staff has made the following determinations on March 13, 2025, and March 24, 2025:

RESOLVED, That the Commission has studied, evaluated and ratified the following actions made by Civil Service Staff's actions:

March 13, 2025

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Deputy Village Clerk	Vlg. of Hewlett Harbor	VACANT EXEMPT 1 position - 41.2 Effective: 02/24/2025	OK to Certify
Clerk to Village Justice	Vlg. Of Valley Stream	VACANT EXEMPT 1 position - 41.2 Effective: 02/18/2025	OK to Certify
Secretary to Planning Board	Vlg. of Lawrence	VACANT EXEMPT 1 position - 41.2 Effective: 02/25/2025	OK to Certify
Secretary to Board of Zoning Appeals	Vlg. Of Mineola	VACANT EXEMPT 1 position - 41.2 Effective: 12/31/2024	OK to Certify
School District Clerk	Oyster Bay-East Norwich PS	VACANT EXEMPT 1 position - 41.2 Effective: 03/08/2025	OK to Certify
Deputy FD Treasurer	Syosset FD	VACANT EXEMPT 1 position - 41.2 Effective: 02/27/2025	OK to Certify
Clerk to Village Justice	Vlg. Of Centre Island	VACANT EXEMPT 1 position - 41.2 Effective: 03/06/2025	OK to Certify
Probation Assistant / Probation Assistant, Bilingual (Spanish)	Department of Probation	Certify appropriate lists #87-833	OK to Certify
Administrative Officer I / Administrative Officer I/Administrative Officer/Director of Personnel	Vlg. Of Rockville Centre	Certify appropriate lists #86-275	OK to Certify

March 24, 2025

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Deputy Village Treasurer	Vlg. of Cedarhurst	VACANT EXEMPT 1 position - 41.2 Effective: 04/25/2025	OK to Certify
Deputy Village Clerk	Vlg. of Cedarhurst	VACANT EXEMPT 1 position - 41.2 Effective: 04/25/2025	OK to Certify
Treasurer	North Merrick FD	VACANT EXEMPT 1 position - 41.2 Effective: 04/28/2025	OK to Certify
School District Treasurer	Manhasset PS	VACANT EXEMPT 1 position - 41.2 Effective: 04/03/2025	OK to Certify

036/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 76-329C Senior Personnel Clerk, Board of Cooperative Educational Services was established on April 1, 2022, and

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

WHEREAS the Board of Cooperative Educational Services has requested the existing list remain in effect,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 76-329C Senior Personnel Clerk, remain in existence until the end of its four years or until it is exhausted.

037/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission reviewed a resolution from the Massapequa Water District Board of Commissioners requesting permission to change their residency resolution in regards to list certification,

WHEREAS currently residents of the Massapequa Water District are certified to the district first on a list certification,

RESOLVED, That the certification of eligible lists for the Massapequa Water District shall certify candidates from the eligible list in proper score order, with no preference given for Massapequa Water District residency on Civil Service lists, pursuant to §23 4(A) of McKinney's Consolidated Laws of New York.

038/2025 -- 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 Nassau County Commission on Human Rights for classification of five 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 these positions is Administrative Intern, Temporary, Part-Time, and be it further

RESOLVED, That subject to the approval of the State Civil Service said positions be placed in the Non-Competitive class limited to five positions under Appendix B in the Nassau County Commission on Human Rights, effective June 1, 2025.

039/2025 -- 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 Nassau County Commission on Human Rights for classification of ten 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 these positions is Summer Aide, Seasonal, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said positions be placed in the Unclassified Service for an unlimited number of positions under Appendix C in the Nassau County Commission on Human Rights, effective May 1, 2025.

040/2025 -- 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 Nassau Health Care Corporation 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 this position is Program Director, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said positions be placed in the Non-Competitive class limited to three positions under Appendix B in the Nassau Health Care Corporation.

041/2025 -- 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 Village of Great Neck Estate for classification of six 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 these positions is Police Communications Operator, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said positions be placed in the Non-Competitive class limited to six positions under Appendix B in the Village of Great Neck Estate, effective February 25, 2025.

042/2025 -- 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 Nassau County Bridge Authority for classification of two 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 Senior Cashier, and be it further

RESOLVED, That the tentative specification as submitted, be approved as the specification for the said positions in the Nassau County Bridge Authority, effective March 4, 2025.

043/2025 -- 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 Energy Resources Coordinator as submitted, be approved as the specification for the said position in the Village Service.

044/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Director of Programs for Children with Special Needs as submitted, be approved as the specification for the said position in the County Service.

045/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Assistant Highway Supervisor as submitted, be approved as the specification for the said position in the Village Service.

046/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Highway General Supervisor as submitted, be approved as the specification for the said position in the Village Service.

047/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Highway Supervisor as submitted, be approved as the specification for the said position in the Village Service.

048/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Senior Cashier as submitted, be approved as the specification for the said position in the Village Service.

049/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

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

<u>TITLE/EXAM</u>	<u>ACTION</u>	<u>DECISION</u>	<u>DATE</u>
School District Treasurer S- Garden City PS	Vacant Exempt 41.2 1 position effective 4/15/25	Approved	3/21/2025
School District Treasurer S- Garden City PS	Exempt PJC 41. 1 1 new position effective 4/15/25	Approved	3/21/2025

050/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS New York State Civil Service Commission has created the Qualified Incumbent Examination to be used in finalizing Competitive status for employees in HELP titles, and

WHEREAS an amendment to the Nassau County Civil Service Rule Book is required,

RESOLVED, That the amendment to Rule XVI be submitted to the next public hearing, and be it further

RESOLVED, That the amendment, then be submitted to the New York State Civil Service Commission for final determination.

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