



MEETING OF

May 22, 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  
Carnell T. Foskey, Secretary and Chief Examiner  
Angela Grasso, Director of Administration  
Ralph Misiti, Personnel Specialist IV

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

064/2025 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca 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 May 08, 2025, and May 20, 2025:

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

**May 08, 2025**

| <b><u>TITLE</u></b>                            | <b><u>AGENCY</u></b>           | <b><u>ACTION</u></b>                                         | <b><u>DECISION</u></b> |
|------------------------------------------------|--------------------------------|--------------------------------------------------------------|------------------------|
| Traffic Prosecutor (Part-Time)                 | Traffic Violations Agency - TV | VACANT EXEMPT<br>5 positions - 41.2<br>Effective: 04/24/2025 | OK to Certify          |
| Deputy Commissioner of Public Works            | Town of Oyster Bay             | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/25/2025  | OK to Certify          |
| Deputy Commissioner of Environmental Resources | Town of Oyster Bay             | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/21/2025  | OK to Certify          |
| School District Clerk                          | Massapequa PS                  | EXEMPT<br>1 position - 41.1                                  | OK to Certify          |
| Secretary FD                                   | Village of Hempstead           | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/08/2025  | OK to Certify          |
| Superintendent of Public Works                 | Village of Lynbrook            | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/23/2025  | OK to Certify          |
| Secretary to Board of Trustees                 | Village of Freeport            | EXEMPT<br>1 position - 41.2<br>Effective: 05/05/2025         | OK to Certify          |
| Secretary to Board of Trustees                 | Village of Russell Gardens     | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/25/2025  | OK to Certify          |
| Deputy Village Clerk                           | Village of Valley Stream       | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 04/16/2025  | OK to Certify          |

**May 08, 2025**

| <u>TITLE</u>                   | <u>AGENCY</u>       | <u>ACTION</u>                                               | <u>DECISION</u> |
|--------------------------------|---------------------|-------------------------------------------------------------|-----------------|
| Secretary to Zoning Board      | Village of Lawrence | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 05/17/2025 | OK to Certify   |
| Secretary to Board of Trustees | Village of Westbury | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 05/31/2025 | OK to Certify   |

**May 20, 2025**

| <u>TITLE</u>                                      | <u>AGENCY</u>                  | <u>ACTION</u>                                               | <u>DECISION</u> |
|---------------------------------------------------|--------------------------------|-------------------------------------------------------------|-----------------|
| School District Clerk                             | Island Trees PS                | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 06/27/2025 | OK to Certify   |
| Deputy Village Clerk                              | Village of Westbury            | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 05/23/2025 | OK to Certify   |
| Deputy Village Treasurer                          | Village of Westbury            | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 05/23/2025 | OK to Certify   |
| Secretary to Commissioner of Emergency Management | Office of Emergency Management | VACANT EXEMPT<br>1 position - 41.2<br>Effective: 05/16/2025 | OK to Certify   |

065/2025 -- A motion was made by Commissioner Markowitz, 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 items:

| <u>TITLE/EXAM</u>                                     | <u>ACTION</u>                     | <u>DECISION</u> | <u>DATE</u> |
|-------------------------------------------------------|-----------------------------------|-----------------|-------------|
| Deputy Commissioner of Info. Tech.<br>C - IT          | Vacant Exempt 41.2<br>2 positions | Approved        | 5/1/2025    |
| Commissioner of Correction<br>C - Correctional Center | Vacant Exempt 41.2<br>1 position  | Approved        | 5/9/2025    |

066/2025 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS list No. 2031D Clerk-Typist I/Clerk-Typist, Nassau County Departments, School Districts, Libraries, Towns, Villages, Special Districts, Board of Cooperative Educational Services, and Nassau Health Care Corporation, was established on May 16, 2023, and

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

WHEREAS several agencies are still in the process of completing their canvass of the subject list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 2031D Clerk-Typist I/Clerk-Typist, remain in effect until the outstanding certifications have been returned.

067/2025 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS list No. 66-767, Asst. Nursing Home Administrator I was established on May 15, 2024, and

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

WHEREAS list No. 66-767 was only canvassed once, and no one has been appointed

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 66-767, Asst. Nursing Home Administrator I remain in effect until the end of its four years or until it is exhausted.

068/2025 -- 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 Department of Health 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 Assistant Director of Programs for Children with Special Needs, and be it further

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

069/2025 -- 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 Medical Billing Clerk as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

070/2025 -- 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 Clerk-Typist I, Bilingual as submitted, be approved as the specification for the said position in the Special District Service, for the Nassau Health Care Corporation only.

071/2025 -- 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 Environmental Engineering as submitted, be approved as the specification for the said position in the County Service, and be it further

RESOLVED, That the recommended grade for Director of Environmental Engineering be changed from grade 22 to a grade 21 be approved.

072/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS at the April 24, 2025 Civil Service Commission meeting a temporary two-year waiver of residence was approved for the position of Librarian I, and

WHEREAS the Commission has received a request from the Nassau County Public Libraries to include the title of Librarian I, Bilingual for a waiver of residence, and

WHEREAS the Nassau County Public Libraries have had difficulty in recruiting eligibles to fill said position,

RESOLVED, That in accordance with Rule X, subdivision 2 of the Rules of this Commission, the Commission approves a two-year waiver of residence for participation in the examination for Librarian I, Bilingual open to residents of Suffolk County, Westchester County, and all five Boroughs of New York City.

073/2025 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Civil Service Commission of the County of Nassau duly held a public hearing on June 28, 2024, and submitted the revisions to the Appendices to the Rules, Appendix B Non-Competitive Positions in the County Service,

RESOLVED, That the New York State Department of Civil Service, at its meeting of April 9, 2025, calendared and approved with exceptions the revisions to the Appendices to the Rules, and be it further

RESOLVED, That the New York State Civil Service Commission determinations (143/2024) be accepted.

074/2025 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the Executive Director, prepare a notice for publication of proposed amendments to the Rules and Appendices to the Rules for the Civil Service Commission of the County of Nassau and that a public hearing be held on June 19, 2025.

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