



MEETING OF

May 29, 2024

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  
  
                 Angela Grasso, Director of Administration  
  
                 Ralph Misiti, Personnel Specialist IV  
  
                 Michelle Hertz, 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.

092/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS per Resolution No.128/2023 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 Commission Staff has made the following determinations on May 15, 2024 and May 28, 2024,

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

### **MAY 15, 2024**

<b><u>TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>ACTION</u></b>	<b><u>DECISION</u></b>
Administrative Assistant / Administrative Assistant Bilingual (Spanish)	Nassau Health Care Corp.	<b>Certify appropriate list # 60-043</b>	<b>OK to certify</b>

**MAY 28, 2024**

<b><u>TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>ACTION</u></b>	<b><u>DECISION</u></b>
Caseworker I	Nassau Health Care Corp.	Certify appropriate lists # 1005D, 2025D, 60-332, & 60-486	<b>OK to certify</b>
Deputy Village Clerk	Village of New Hyde Park	VACANT EXEMPT - 1 position - 41.2 Effective: 5/15/2024	<b>OK to certify</b>
Deputy Village Treasurer	Village of New Hyde Park	VACANT EXEMPT - 1 position - 41.2 Effective: 5/17/2024	<b>OK to certify</b>
Sec. To Bd. Of Architectural and Preml Site Rev.	Village of Muttontown	VACANT EXEMPT - 1 position - 41.2 Effective: 5/21/2024	<b>OK to certify</b>
Clerk to Village Justice	Village of Roslyn Harbor	VACANT EXEMPT - 1 position - 41.2 Effective: 6/1/2024	<b>OK to certify</b>
Deputy Village Clerk	Village of Roslyn Harbor	VACANT EXEMPT - 1 position - 41.2 Effective: 6/1/2024	<b>OK to certify</b>
Deputy Village Treasurer	Village of Great Neck	VACANT EXEMPT - 1 position - 41.2 Effective: 5/22/2024	<b>OK to certify</b>

093/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS list No. 60-239 Administrative Officer I/Administrative Officer/Director of Personnel, for Nassau County Departments, Schools, Board of Cooperative Educational Services, Towns, and Nassau Health Care Corporation was established on November 18, 2022, and

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

WHEREAS there are outstanding certifications of the existing list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 60-239 Administrative Officer I/Administrative Officer /Director of Personnel, remain in effect until the outstanding certifications have been returned.

094/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS list No. 1011DP Senior Typist-Clerk, for Bellmore-Merrick Central High School District, Port Washington Union Free School District, and Syosset Central School District was established on May 3, 2022, and

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

WHEREAS the agencies have requested the existing list remain in effect,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 1011DP Senior Typist-Clerk, remain in effect until the end of its four years or until it is exhausted.

095/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS Police Sergeant List No. 7001P, established June 13, 2018 for the Nassau County Police Department is scheduled to expire June 12, 2024, and

WHEREAS the Commission reviewed a Consent Order from Judge Joanna Seybert granting permission to extend the Police Sergeant List No. 7001P "until the earlier of (1) December 12, 2024, or (2) the establishment of a new eligible list of candidates for Police Sergeant, whichever comes first.",

RESOLVED, That the Commission approves the extension of Police Sergeant List No. 7001P.

096/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS Police Officer List No. 2018PO, established June 21, 2019 for Nassau County Police Department is scheduled to expire June 20, 2024, and

WHEREAS the Commission reviewed a Consent Order from Judge Joanna Seybert granting permission to extend the Police Officer List No. 2018PO "until the earlier of (1) December 20, 2024, or (2) the establishment of a new eligible list of candidates for Police Officer, whichever comes first.",

RESOLVED, That the Commission approves the extension of Police Officer List No. 2018PO.

097/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Department of Probation has requested that the grades for the following titles be changed:

	From:		To:
Probation Assistant	7		9
Probation Assistant, Bilingual	7		9
Probation Officer Trainee	10		12
Probation Officer Trainee, Bilingual	10		12
Probation Officer I	13		15
Probation Officer I, Bilingual	13		15
Probation Officer II	14		16
Probation Supervisor I	15		17
Probation Supervisor II	17		19

RESOLVED, That the Commission approves the grade changes for the aforementioned titles.

098/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the Commission, prepare a notice for publication of proposed amendments to the Appendices of the Rule Book of the Nassau County Civil Service Commission and that a public hearing be held on June 27, 2024.

099/2024 -- A motion was made by Commissioner Markowitz, 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 which an examination was requested at least three years ago without an examination being held,

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 County Service for the Department of Information Technology for an unlimited number of positions:

- Geographic Information System Specialist I
- Geographic Information System Specialist Trainee, 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 County Service in the general listing for an unlimited number of positions:

- Statistician Trainee
- Statistician I
- Statistician II
- Statistical and Research Services Supervisor, and be it further

RESOLVED, That subject to the approval of the New York State Civil Service Commission, the title Statistician be listed in the rules of this Commission in the Non-Competitive Class under Appendix B in the School District service in the general listing for an unlimited number of positions, 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:

- Assistant to Medical Supply Supervisor
- Clinical Technician I (Hyperbaric Chamber)
- Dialysis Technician I
- Dialysis Technician II
- Statistician
- Statistical and Research Services Supervisor

- 100/2024 -- 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 Department of Probation 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 Chaplain (Juvenile Detention Center), and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission, said position be placed in the Rules of this Commission in the Non-Competitive class limited to one position in the Nassau County Department of Probation.

- 101/2024 -- 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 Village of East Williston 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 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 Rules of this Commission in the Non-Competitive class limited to one position in the Village of East Williston.

- 102/2024 -- 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 Town of Oyster Bay 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 Secretary to Commissioner of Sanitation, 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 one position in the Town of Oyster Bay.

103/2024 -- 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 Nassau Health Care Corporation for classification of three 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 Certified Surgical Technician P-T Per Diem, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said positions be placed in the Rules of this Commission in the Non-Competitive class for an unlimited number of positions in the Nassau Health Care Corporation.

104/2024 -- 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 Nassau Health Care Corporation 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 civil service title for the positions is Dental Aide (Part-Time), and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said positions be placed in the Rules of this Commission in the Non-Competitive class for an unlimited number of positions in the Nassau Health Care Corporation.

105/2024 -- 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 Nassau Health Care Corporation 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 the positions is Dialysis Technician I, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said positions be placed in the Rules of this Commission in the Non-Competitive class for an unlimited number of positions in the Nassau Health Care Corporation.

106/2024 -- 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 Nassau Health Care Corporation 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 civil service title for the positions is Dialysis Technician II, and be it further

RESOLVED, That subject to the approval of the State Civil Service Commission said positions be placed in the Rules of this Commission in the Non-Competitive class for an unlimited number of positions in the Nassau Health Care Corporation.

107/2024 -- 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 Cardiac Cath Lab Technologist as submitted, be approved as the specification for the said position in the Special District Service for Nassau Health Care Corporation only.

- 108/2024 -- 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 Director of Service Excellence and Patient Satisfaction as submitted, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation only.

- 109/2024 -- 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 Department of Probation 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 Cashier I, Bilingual, and be it further

RESOLVED, That the tentative specification as submitted, be approved as the specification for the said position in the County Service, effective May 16, 2024.

- 110/2024 -- 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 Administrator, Fire and Police Emergency Medical Services Academy as submitted, be approved as the specification for the said position in the County Service.

- 111/2024 -- 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 Assistant Chief Fire Marshal for Fire and Rescue Services as submitted, be approved as the specification for the said position in the County Service.

- 112/2024 -- 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 Assistant Chief Fire Marshal for Fire and Rescue Services (PT) as submitted, be approved as the specification for the said position in the County Service.

- 113/2024 -- 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 Case Supervisor I as submitted, be approved as the specification for the said position in the County Service.

- 114/2024 -- 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 Case Supervisor II as submitted, be approved as the specification for the said position in the County Service.

- 115/2024 -- 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 Case Supervisor III as submitted, be approved as the specification for the said position in the County Service.

- 116/2024 -- 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 Caseworker II as submitted, be approved as the specification for the said position in the County Service.

- 117/2024 -- 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 Caseworker III as submitted, be approved as the specification for the said position in the County Service.

- 118/2024 -- 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 Geographic Information System Specialist I as submitted, be approved as the specification for the said position in the County Service.

- 119/2024 -- 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 Administrative Assistant to Town Supervisor in the Town of North Hempstead, 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 6, 2024.

- 120/2024 -- 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 Deputy Receiver of Taxes in the Town of North Hempstead, 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 11, 2024.

- 121/2024 -- 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 Deputy Town Attorney in the Town of North Hempstead, 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 4, 2024.

- 122/2024 -- 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 Commissioner of General Services in the Town of Oyster Bay, 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 April 19 2024.

- 123/2024 -- 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 Health Care Corporation for a waiver of residence for the position of Director of Service Excellence & Patient Satisfaction, and

WHEREAS the Nassau Health Care Corporation has 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 temporary waiver of residence for participation in the examination for Director of Service Excellence & Patient Satisfaction open to residents of Suffolk, Queens, Kings (Brooklyn), and Bronx counties.

124/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS on March 4, 2024, the New York State Civil Service Commission issued a Policy Advisory Report (PAR) extending the Hiring Emergency Limited Placement (HELP Program) through December 31, 2024, and

WHEREAS this program offers the local Civil Service Commission the ability to pursue non-competitive jurisdictional classification for these critical titles,

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

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

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